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New England School of Art and Design

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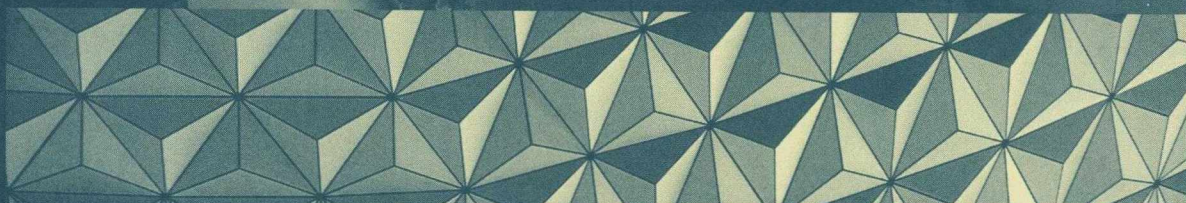
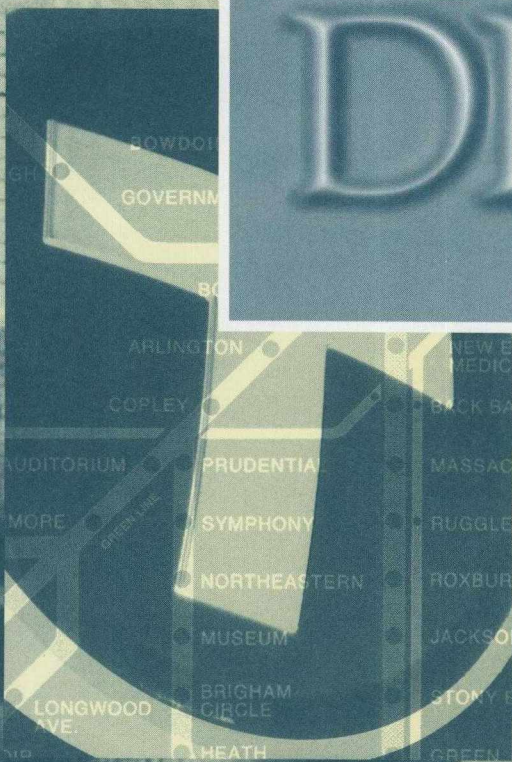
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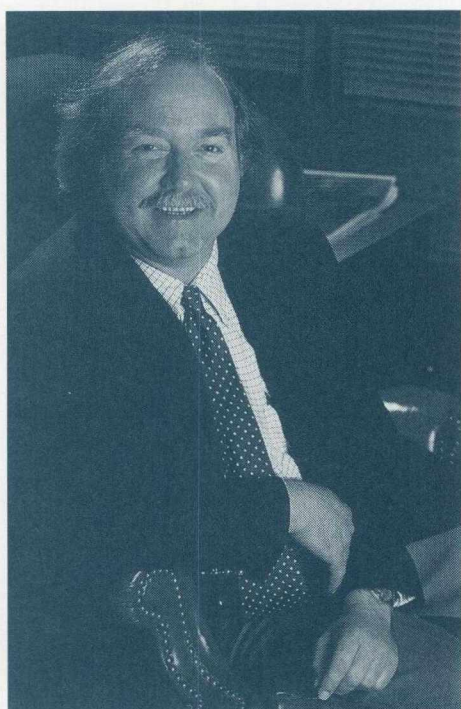
General Catalogue 1994-95

THE NEW ENGLAND  
SCHOOL  
OF  
ART &  
DESIGN





# President's Message



It is my pleasure, as the new President of The New England School of Art & Design, to present to you our 1994-95 General Catalogue and all the exciting and significant changes that it contains.

For the 1994-95 school year we are introducing substantially redesigned curricula in all departments. These changes are designed to consolidate and streamline our programs by creating a more comprehensive, logical sequence of skills and concepts in a new course format. Our goal is to make all our programs more "user-friendly" and less academic; more realistic and less abstract; more market-driven and less traditional. Thus, for example, it is now possible to complete the joint Suffolk University/NESAD BFA in 4 years, rather than the 4 1/2 to 5 years originally required.

These redesigned departmental programs are the result of an exhaustive review of curricula undertaken during 1993-94 by the Chairs and faculty of all departments. That we were able to plan, develop, and implement such significant changes in such a short period of time is testimony not only to the commitment of the faculty and staff, but to the basic strength, resilience, and responsiveness of NESAD as an educational institution.

Although my appointment as President of NESAD is quite recent, I have been with the School for 22 years, as Director of Admissions and then Vice President. In that time I have developed an abiding faith in NESAD and confidence in its ability to prepare students for meaningful professional careers in art and design.

These are exciting times at The New England School of Art & Design. Come join us as we prepare to meet the 21st century.

*William M. Davis*

William M. Davis

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# Introduction

## Educational Philosophy

The New England School of Art & Design is a small, professional school of visual communications, whose goal it is to train students both artistically and intellectually in order that they may support themselves through their art.

For the student who is looking for an intensive professional education there are Diploma Programs, both full- and part-time, in Graphic Design, Interior Design, and Fine Arts. In conjunction with Suffolk University, NESAD also offers a Bachelor of Fine Arts Degree Program for those who wish to combine such professional art training with a liberal arts component. For those who are unable to make such a major commitment, Part-Time Special Student status is available. Finally, the Adjunct Programs offer opportunities for students interested in evening or summer semester study.

At NESAD we believe that it is of paramount importance that students of art and design be prepared to deal with the realities of their chosen professions, and so we address in our curricula both the artistic and practical aspects of their schooling. We feel that it is necessary that students learn not only principles and aesthetic theory, but the trends and technologies that have such impact on those theories. Moreover they must be taught not only the specialized skills and techniques required by their professions, but must absorb an understanding of how these skills can be applied creatively and effectively.

As with any educational process, study at NESAD involves change - artistic, intellectual, and personal. We encourage change, as we encourage experimentation and creativity, as essential to the development of the artist. At the same time, however, we also believe that structure, direction, and a clearly defined sense of purpose are equally essential prerequisites for genuine growth and progress. The School's small size allows not only for that structure but also for the uncommon degree of personal attention on the part of instructors and staff that encourages our students to develop their personal creative instincts.

## Boston/ Location

As the largest city in New England and the capitol of the Commonwealth of Massachusetts, Boston offers both its residents and the thousands of college students who temporarily call it home all the allure of a major urban center. Boston combines the cosmopolitan atmosphere of a big city with the neighborhood experience of a small town; the sophistication of sidewalk cafes, international shopping, and a thriving artistic community with the rough and tumble of major sports teams; the park-like setting of a riverfront esplanade and the grittiness of a working harbor. Boston is of human scale, a walker's paradise, sometimes the bane of drivers.

The New England School of Art & Design is located on Newbury Street, in the section of Boston known as the Back Bay. The Newbury Street area is the most cosmopolitan of neighborhoods and the heart of the city's design community. Restaurants and cafes, designer boutiques and art galleries, museums, libraries, and design studios line its dozen main streets, providing sustenance and inspiration for the area's inhabitants.

Founded in 1923 as New England School of Art, NESAD has for 70 years provided educational opportunities for students seeking to enter the professional world of art and design. Since 1975 the School has been housed in a handsome brick and marble building that was originally the home of the American Academy of Arts and Sciences. Built in 1911-12 it is an outstanding example of Classical Revival/Federal-style architecture and provides approximately 18,000 square feet of classroom and office space. The building's interior has undergone numerous alterations, including, in 1983, the construction of a mezzanine level to house the School's library and, from 1986 to 1989, the construction of three computer graphics classrooms. Located one block from the Arlington station on the subway's Green Line, the School is also just a short walk from Back Bay Station, providing commuter rail access from numerous points beyond the city.

## Students/ Faculty

The New England School of Art & Design is a relatively small school and as such offers its students an uncommon degree of personal attention. With approximately 150 students enrolled in Day Programs and between 250 and 300 in the Evening and Summer Divisions, the average class size is approximately 12, with no studio allowed to exceed 25 students. Foundation classes tend toward the upper end of that range, while upper class courses are generally smaller. Computer graphics classes involve no more than 8 students, allowing each student access to a workstation both during and outside of class time.

Although the majority of NESAD students come from the New England area, the School is fortunate in the diversity of its student body, which includes significant numbers from farther afield, including (during the 1993-94 school year) nine foreign countries. In addition, a substantial

number of students enter NESAD with prior college-level background and/or work experience. Such diversity positively impacts the learning experience by allowing interaction among students with various backgrounds, interests, and experiences. The School welcomes qualified candidates of any age or background as it is motivation, maturity, and discipline that will engender success, both in school and in the professions for which our students are being prepared. The rigorous nature and professionalism required of both ensure that only the most committed will succeed.

Since its establishment, the policy of The New England School of Art & Design has been to draw its faculty from the ranks of currently practicing professional artists and designers. With the exception of full-time department chairs, most of the approximately 65 current faculty members teach part time while maintaining active involvement in their professions. These are men and women whose day to day work experience requires that they be highly competent, current, and professional. Because of this they are able to bring a particularly realistic, practical point of view to the classroom. This continual exposure to the realities of the design world can only be of benefit to students whose aim is to join that community upon graduation.

## Facilities

The New England School of Art & Design provides facilities and equipment conducive to the study of art and design and reflective of the realities of the design professions for which its students are being trained.

## Computer Graphics Labs

The rapidly changing technology impacting the study of art and design, and the School's commitment to providing state-of-the-art equipment for that study, has dictated the creation of 3 computer graphics labs, 2 Macintosh-based and 1 IBM PC-compatible-based. Enrollment in all computer graphics courses is limited to one student per computer and students registered for computer graphics courses are guaranteed regularly scheduled access to the labs outside of class time. In addition, students may reserve additional computer time by means of a weekly sign-up system.

The 2 Macintosh-based labs house 10 Macintosh IIfx computers, 5 MAC IIfx computers, and 1 MAC IIfx, with between 40 and 120 megabyte hard drives, and





8 to 12 megabytes of RAM. In addition the Macintosh labs contain 2 40-megabyte Syquest removable hard drives, 2 Laserwriter black-and-white printers, 1 Tektronix color printer, 1 black-and-white Abaton scanner, 1 Hewlett Packard color scanner, and a CD-ROM player. Software available for use with the Macintosh computers falls into 3 basic categories: 1) paint and graphics programs that allow the user to draw, paint, and use color electronically (Adobe Illustrator, SuperPaint, Pixel Paint); 2) desktop publishing software which gives the graphic designer electronic control of text, typography, layout, and design (Quark XPress, Aldus Pagemaker); 3) presentation graphics, which can be used to create multimedia presentations (MacroMind Director).

Our IBM PC-compatible lab is equipped with 3 486-pc's, 4 386's, and 1 286 pc, with 20 to 120 megabyte hard drives and 1 to 4 megabytes of RAM. Peripherals include 8 Summagraphics tablets with styluses, a Texas Instruments black-and-white laser printer, and a video camera. Software available for use on the IBM-pc's includes AutoCAD, Autodesk Animator, 3-D Studio, and Aldus Pagemaker.

## Library

The School's Library provides a carefully focused collection of resources to support and enhance the study of Graphic Design, Interior Design, and Fine Arts, and is available for use by students, faculty, and alumni. Its offerings include 5200 books, 55 periodical subscriptions, and 120 videotapes. The Library's 17,000 slides, including specialized collections in the history of furniture and the history of graphic design, afford unique coverage of the fine arts and design. Of particular interest to interior design students are NCIDQ study guides and videos, ADA handbooks, Sweet's Catalogues, and a file of interior design product brochures providing comprehensive information on product sources and manufacturers' offerings. Type specimen books, paper samples, and picture reference files provide graphic designers with additional information, while fine artists have access to auction catalogues in the fine and decorative arts. Additional resources, such as materials and floor and wall covering samples are available in the interior design studio.

Students enrolled in the Suffolk University/NESAD BFA Program or NESAD students enrolled in at least one course at Suffolk are entitled to use Suffolk University's Sawyer Library. NESAD students can also make use of the extensive collections in the Boston Public Library, located two blocks from the School.

## Gallery 28

An art school should have gallery space in which to showcase the talents of its students, faculty, and alumni, along with those of other artists and designers whose work may inspire and stimulate. NESAD's Gallery 28 provides such a space and, like so many of the commercial galleries in the area, is accessible directly from Newbury Street. Festive opening receptions allow the school community and the general public to mingle and meet the artists and designers whose work is on display. Annual highlights include exhibitions of work by Boston's African-American community and Massachusetts' secondary school art teachers.

In addition to the specialized areas described above, the School building also houses darkroom facilities, a reprographics room with photostat cameras and proofing equipment, printmaking facilities, and specialized studios for the study of Graphic Design, Interior Design, and Fine Arts.

# Student Resources

## Placement

The New England School of Art & Design is a professional school whose educational objective is to train students for meaningful employment in the fields of graphic design, interior design, and fine arts. This basic goal is reflected in virtually all aspects of the School, from curriculum to the organization and scope of the major departments, from the practicing professional faculty to academic standards regarding the conduct and performance of our students. The School is also committed to assisting both students and graduates in identifying and locating potential sources of employment, both prior to and after graduation.

Placement services are available to currently enrolled full- and part-time students, as well as to graduates, and students are encouraged to contact the Placement Office early in their program in order to discuss future plans and to begin investigation of the job market. Both full- and part-time job opportunities are available, as are numerous free-lance possibilities, requiring differing levels of experience. Statistical information concerning the employment of graduates of NESAD may be obtained on request from the Placement Office.

All Major Departments either require or recommend internships of their students, as a way of making contact with the professional world prior to graduation. Students should be aware that internships are a valuable source of work experience as well as an opportunity to expand one's knowledge of the local employment market. The Placement Office is the source of information on internships and will assist students in locating situations appropriate to their interests and needs.

While it is the goal of the School to prepare students for professional employment, NESAD is well aware that there are many factors involved in successful employment over which it has little or no control. The New England School of Art & Design cannot guarantee employment or salary levels to any individual and no implication of a guarantee is intended in or should be inferred from the above stated policies.

## School Store

The School operates a store on the premises for the convenience of students and faculty. A wide selection of art supplies and books commonly used or required in course assignments is available, most often at a generous discount. The Store Manager can also special order merchandise not generally available or can suggest alternate resources.

## Housing

The New England School of Art & Design has itself no student housing facilities. There are, however, a wide variety of housing options in Boston and surrounding communities, including both dormitories and apartments.

There are a number of dormitories within walking distance of the School, some affiliated with groups or organizations, some with other colleges, some independent and privately owned. The School can provide basic information concerning these dormitories but interested applicants will need to contact the organizations directly for more detailed information. NESAD has no interests, financial or otherwise, in any of these dormitories and assumes no responsibility for their operation.

The rental of apartments is another option which many NESAD students choose and the Admissions Office can also provide information on accessible neighborhoods and approximate costs, as well as the names of NESAD students in need of roommates.

Applicants and current students interested in information regarding housing options should



contact the Director of Admissions by mail or telephone to request the Housing Information packet.

## Advising

The New England School of Art & Design's relatively small size allows us to offer our students a degree of personal attention often unattainable in a larger institution. Instructors are able to offer assistance, counsel, and encouragement to the students in their classes, while department chairs can effectively track the overall record, both academic and artistic, of those under their guidance. And, finally, the Committee on Academic Standing can debate and deliver final recommendations regarding a student's fitness to continue at NESAD, based on recommendations from faculty and department chairs.

In the Departments of Graphic Design, Interior Design, and Fine Arts, formal advisory systems are in effect. During the Fall semester each student is presented with a list of faculty who have expressed a willingness to serve as advisors and, from that list, chooses one faculty member with whom to work. The advisor is most often a specialist in the area the student intends to pursue and can offer valuable advice regarding course work, portfolio development, and employment opportunities.

The School also has in place a system of required portfolio reviews in all departments, beginning in the freshman (Foundation) year. At the end of the Spring semester of the first year, the Foundation Department Chair, along with various faculty members and the Chair of the student's intended Major Department, reviews each student's work to date, evaluating strengths and weaknesses regarding the student's chosen Major Program.

During the remaining years of each program, portfolio reviews are held toward the end of the Fall and Spring semesters. Junior-level reviews give departmental faculty members a chance to objectively evaluate portfolios and to plan corrective action where weaknesses exist. Senior reviews are critical in that the quality of a graduate's portfolio will constitute a major factor in determining the success of that graduate's search for professional employment. In order to assess as realistically as possible a student's readiness for employment, panels of designers unaffiliated with the School conduct these final reviews.

Lastly, each Major Department at NESAD has its own Advisory Board, made up of members of the professional design community, whose role is to provide input regarding curriculum, employment, and other areas.



# Programs of Study

The New England School of Art & Design offers a range of programs, designed to meet the needs of the wide variety of students who are attracted to the School by its emphasis on preparation for professional involvement in the arts.

## Diploma Programs

The Diploma Program is designed for those who wish to pursue an intense professional education leading to a career as a Graphic Designer, an Interior Designer, or a Fine Artist. The Diploma may be earned in 3 years of full-time study in Graphic Design or Fine Arts; the Diploma in Interior Design requires 4 years of full-time study as a liberal arts component is also included.

Students seeking the same professional training in a less concentrated format may pursue a Diploma on a part-time basis. In this case the student determines the intensity of his or her program, based on outside commitments, financial resources, etc. While the length of time required to complete a Diploma Program on a part-time basis will vary widely, the recommended maximum is 6 years in Graphic Design or Fine Arts and 8 years in Interior Design. Department and course requirements are identical to those required of students in the full-time Diploma Programs.

A full-time Diploma Program in Graphic Design or Fine Arts will include 1 year (2 semesters) of Foundation course work plus 2 years (4 semesters) of either Major Program, for a total of 3 years. A full-time Diploma Program in Interior Design will involve 1 year (2 semesters) of Foundation study, 2 years (4 semesters) of Interior Design course work, and 30 credits of liberal arts, making a total of 4 years or 8 semesters of full-time study. **The completion of the Foundation Program or its equivalent is a prerequisite for entry into any of the Major Programs.** Since the Fall semester curriculum of the Foundation year is the same for all majors, students are not required to make a final decision regarding the choice of a major until Spring semester registration.

A full-time Diploma Program will include 18 to 30 clock hours of class time per week. A semester will therefore consist of 270 to 450 class hours and a school year will include 540 to 900 hours of class time. With a minimum of 78 credits required for

graduation in Graphic Design or Fine Arts, those programs will require a minimum of 2205 and 2250 clock hours of class time respectively; Interior Design, requiring 120 credits, will require a minimum of 2025 clock hours of class time at NESAD, plus an additional 30 credits of liberal arts to be taken at a regionally accredited college or university. Credits and class hours in excess of graduation requirements are strictly optional. Please see Academic Information for complete details regarding Requirements for Graduation.

As a full-time program is defined as one involving a minimum of 12 credits per semester, a student registered for fewer than 12 credits is considered part-time. In order to allow for changes in personal circumstances, it is perfectly permissible for a part-time Diploma Candidate to become full-time the following year (or, in some cases, the following semester) and vice versa. Any student wishing to change his or her status should speak with the Registrar in advance of the Registration period.

## Part-Time Special Program

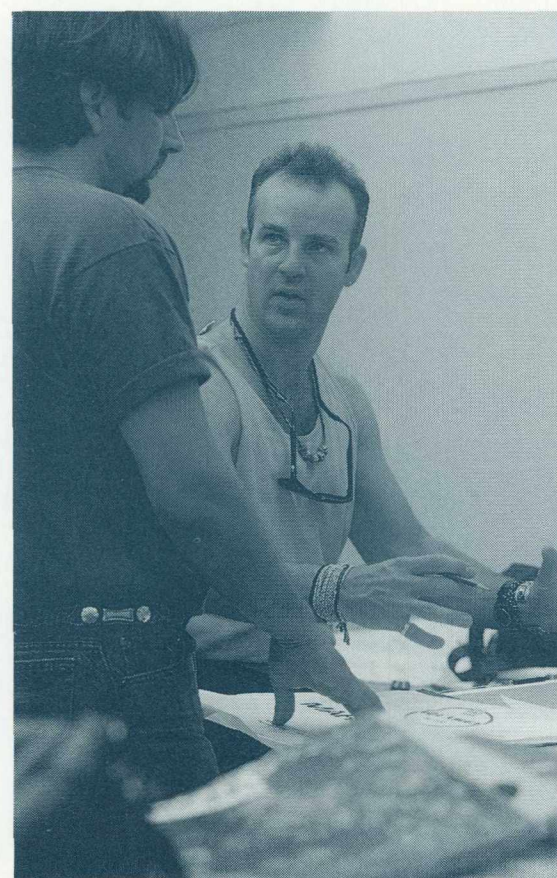
The student who is not yet prepared for the long-term commitment of Diploma Program study, or who may have more immediate interests or needs, may apply for acceptance as a Part-Time Special Student. Special Students are distinct from Diploma Candidates and are not eligible to earn a Diploma while so enrolled. Should a Special Student wish to change his or her status to that of a Diploma Candidate, he or she may apply to do so, provided a minimum of 12 credits has been earned.

## Adjunct Programs

The purpose of the Adjunct Programs (Evening and Summer Divisions) is to make a selection of course offerings accessible to students who are unavailable for or unprepared for Day Program study. The Adjunct Programs include opportunities for beginners, for those investigating career changes or updating professional skills, or for those who simply wish to take a course for personal fulfillment. Students in these programs are not considered Diploma Candidates, and may not earn a Diploma while enrolled as Adjunct Students; however, they may, upon acceptance as Diploma Candidates, then apply credits earned through the Adjunct Program to Requirements for Graduation.

### Evening Division

The Evening and Saturday Division consists of two ten-week terms per school year, with the Fall term beginning in early October and the



Spring term in early March. Evening classes are generally held between 6:00 p.m. and 9:00 p.m., with most courses meeting once per week. Saturday classes meet during daytime hours. Students may enter in either the Fall or Spring terms.

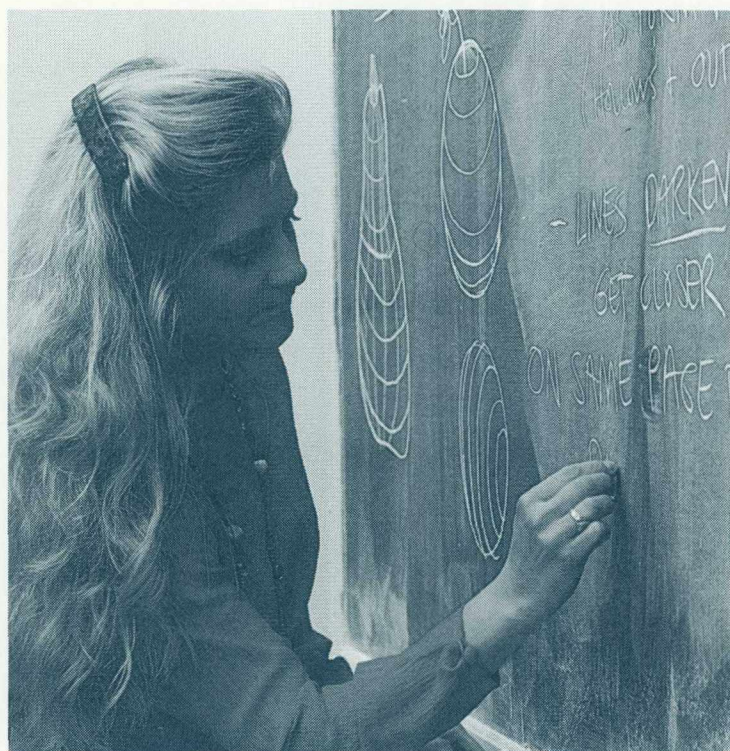
### Summer Division

The Summer Division consists of one ten-week term which begins in early June. The Summer Division provides new students with an opportunity to prove their abilities and better themselves for Day Program study. It also gives students in the Diploma Programs the option of completing certain Major Department courses in advance of the regular school year. The Summer Division includes both day and evening classes and most courses meet once or twice per week.

### Intensives

Because of the enormous demand for course offerings in computer graphics, on the part of beginning students and professionals alike, the School has instituted a program of one-month intensive courses in January and May. These intensive courses are designed to give the serious student the experience of a ten-week course in a time span of four weeks. Courses meet twice a week and involve the same amount of class time and out-of-class computer availability as the comparable ten-week course. A schedule of Intensive course offerings for January is included in the Fall Evening Division catalogue; the Spring Evening Division catalogue includes information on May Intensives.

*Please consult the appropriate Evening or Summer Division catalogue for more detailed information concerning Adjunct Program offerings.*





# The BFA Program

In 1991 The New England School of Art & Design joined with Suffolk University to offer a Bachelor of Fine Arts Degree Program in Graphic Design, Interior Design, and Fine Arts. The objective of this program is to enable students to combine the intensive professional art and design education they receive at NESAD with a strong liberal arts component, providing them with a competitive edge when job hunting or allowing them the option of continuing on for an advanced degree in the arts.

The program is designed for those with a strong interest in art and design, as students in the program will earn a Diploma from The New England School of Art & Design, as well as a Bachelor of Fine Arts Degree from Suffolk University. Because the BFA program also involves a significant liberal arts component, however, applicants must be willing and able to fulfill that portion of the required course work as well. In making the joint BFA Program available, we have tried to accommodate the needs of all our design students, those with strictly professional design interests as well as those who wish to study the liberal arts.

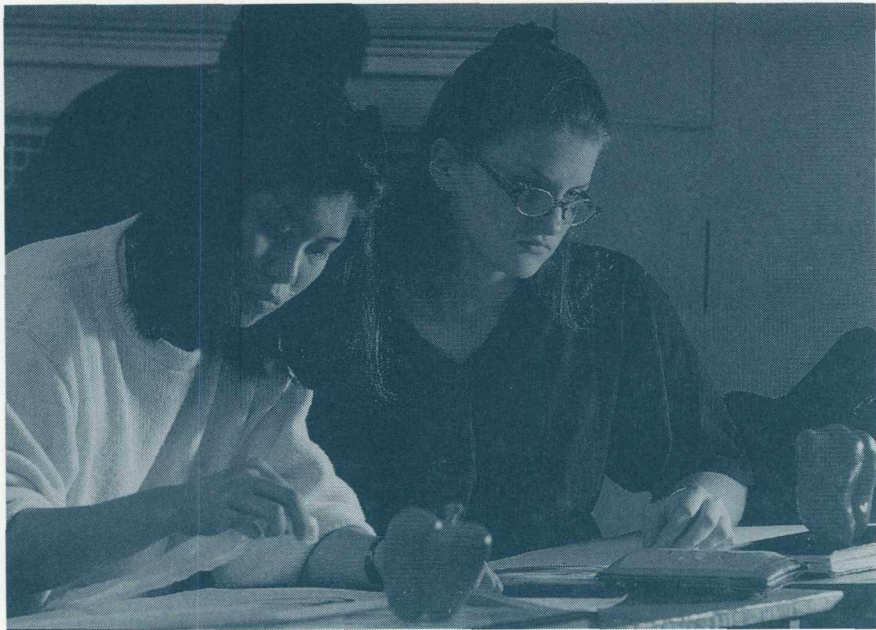
Completion of the BFA Program ordinarily requires 4 years (8 semesters) of full-time study, though it may be completed on a part-time basis as well. In order to earn a BFA, the student must complete 122 credits, of which approximately 58% will be studio courses, 12% art history, and 30% liberal arts/general academic studies. **The breakdown is shown in the chart at right.**

BFA candidates are required to complete a minimum of 25 credits in an approved Major Program at NESAD and a minimum of 30 credits at the College of Liberal Arts and Sciences at Suffolk in order to graduate.

The BFA Program comes under the jurisdiction of Suffolk's College of Liberal Arts and Sciences and it is Suffolk that awards the degree. Candidates for the BFA must satisfy all academic and administrative requirements of both NESAD and Suffolk, and their progress in the program will be monitored by a joint committee, comprised of members of the administrations of the two schools.

Please see Admissions, Academic Requirements & Policies, Financial Information, and the Major Departments for specifics on the BFA Program.

The BFA Program			
	Graphic Design	Interior Design	Fine Arts
1. Studio Course Work (NESAD)			
a. Foundation Studios:	24	18	24
b. Major Department Studios and Related Courses:	45	51	45
Total:	69	69	69
2. Art History			
a. Ideas of Western Art I&II (NESAD)			
OR			
Humanities 101 & 102 (Suffolk)	6	6	6
OR			
Humanities 103 & 104 (Suffolk):			
b. History of Design for Interiors (NESAD):	—	6	—
c. Art History Electives (Suffolk):	9	3	9
Total:	15	15	15
3. Liberal Arts/Academic Studies (Suffolk)			
a. Integrated Studies	6	6	6
b. English	6	6	6
c. Speech or Ethics	3	3	3
d. Mathematics or quantitative studies	3	3	3
e. Natural Science	8	8	8
f. Social Science	6	6	6
g. Humanities	6	6	6
Total:	38	38	38
Total NESAD Credits:	69-75	75-81	69-75
Total Suffolk Credits:	47-53	41-47	47-53
Total Credits Required for BFA:	122	122	122





# Foundation

All students at The New England School of Art & Design are required to complete the Foundation Program or its equivalent as a prerequisite for entry into any of the Major Programs. The purpose of the Foundation Program is to offer students a challenging view of the diverse and dynamic world of art and design. Through a carefully structured, comprehensive series of courses, students will achieve competence in the essential elements of visual communication by learning to coordinate their creative perceptions with the use of tools and materials. The aim of the Program is to teach students to perceive with freshness and insight, and to execute visual ideas with confidence and precision as they move toward further study in their chosen Major Program.

Students in the Foundation Program undertake an intensive and demanding investigation into drawing and the manipulation of perspective, the nature and use of color, the aesthetics and logic of two- and three-dimensional design, and the history of art. Freshmen whose intended major is Graphic Design or Fine Arts also pursue, in the second semester, additional issues and processes relating to design and painting. Alternatively, prospective Interior Design students are introduced to basic principles involved in the study of interior design and drafting.

## Course Descriptions

**Eligibility for registration in Foundation courses with specific prerequisites requires that a grade of C or better be earned in the prerequisite course.**

### B02 Foundation Drawing I

Since learning to draw involves learning to see, Foundation Drawing I stresses the development of this essential visual skill. Observational and conceptual exercises will explore the use of a broad vocabulary of materials, techniques, and treatments of the drawn image.  
*fall semester, 3 credits  
two 3 hour meetings per week*

### B03 Foundation Drawing II

This course will build upon and refine the basic skills developed in Foundation Drawing I (B02). More intensive work with the human figure will provide exposure to gesture and anatomy, while color materials such as pastels and oil bars will expand technical possibilities. Issues of expression and interpretation will be introduced as students begin to develop a more sophisticated and personal approach to drawing images and style.  
*prerequisite: B02  
spring semester, 3 credits  
two 3 hour meetings per week.*

### B21 Painting

This introductory painting course will familiarize students with the materials and methods basic to acrylic and oil painting. Through a series of in-class exercises and outside assignments, students will learn to convey form and space through the languages of realism and abstraction by working both from observation and the imagination. Emphasis will be placed on the development of disciplined technical skills as well as the exploration of painting's potential as a medium of creative visual expression.  
*prerequisite: B40  
spring semester, 3 credits  
two 3 hour meetings per week*

**B40  
Color**  
The study of color is supportive of all studio disciplines and is vital to our understanding of all visual media. This course features a hands-on approach to color study as students create, modify, and master colors' hues, values, and strengths through the direct

mixing and application of paint. Also explored will be issues of color harmony, chromatic light and space, assimilation, and color psychology, as well as past and present views on the use of color in art and design. This intensive focus on the specific issues of color gives NESAD students experience with and flexibility in the use of color in their work.

*fall semester, 3 credits  
two 3 hour meetings per week*

### B50 2-Dimensional Design

The goal of this course is to develop proficiency in the logic and structure of two-dimensional organization. Emphasis will be placed on the essential elements of visual language: line, shape, value, texture, rhythm, and scale.

Students will learn to develop dynamic approaches to effective visual communication by combining these divergent elements into a unified whole.

*fall semester, 3 credits  
two 3 hour meetings per week*

### B51 3-Dimensional Design

This course focuses on developing students' vocabulary in the elements and principles of three-dimensional design. Volume, mass, and plane will be explored as students learn to see and think in the round. Studio experiences will include the integration of these elements with natural phenomena such as light, texture, motion, and sound.  
*prerequisite: B50  
spring semester, 3 credits  
two 3 hour meetings per week*

### B53 Design: Issues & Process

This course involves comprehensive design projects which concern more advanced visual issues, executed in a wide variety of media. Decision-making in the creative process and the development of strong design concepts will be emphasized. Areas of study will include: color in design, text and letterforms, patterns in nature and culture, large-scale and multi-media concepts, and the appropriation of art and design history for effective problem-solving.  
*prerequisite: B50  
spring semester, 3 credits  
two 3 hour meetings per week*

### B60 Pictorial Space

This course begins with a thorough study of the systems of perspective developed during the Renaissance as a means of creating the illusion of three-dimensionality on a two-dimensional surface. Using 1-, 2-, and 3-point perspective, students will learn to effectively control the illusion of space. By semester's end, students will have explored both non-Western systems of pictorial space, as well as more contemporary approaches such as Cubism and Abstract Expressionism. By actively engaging such a wide spectrum of approaches to the problems of space depiction, the student will gain a wider view of the nature of space.  
*fall semester, 3 credits  
two 3 hour meetings per week*

### B80A, B81A Ideas of Western Art I & II

This is a two-semester lecture course designed to acquaint the student with the major concepts and ideas of Western art. The objective of the course is to provide a path by which the student may take the ideas and lessons extracted from the study of art history and turn those ideas into meaningful insights to be utilized in the studio.  
*fall and spring semesters  
3 credits per semester  
two 1.5 hour meetings per week*

Foundation Program		
Fall Semester		credits
B02	Foundation Drawing I	3
B40	Color	3
B50	2-Dimensional Design	3
B60	Pictorial Space	3
B80A	Ideas of Western Art I	3
	Total	15
Spring Semester		credits
B03	Foundation Drawing II	3
B51	3-Dimensional Design	3
B81A	Ideas of Western Art II	3
	Graphic Design and Fine Arts Majors add:	
B21	Painting	3
B53	Design: Issues & Process	3
	Interior Design Majors add:	
E61A	Drafting	3
E63A	Design Communication	3
	Total	15





# Interior Design

The objective of the Interior Design Program is to provide students with the intellectual and practical abilities necessary to attain both excellence in design and a fulfilling career as a professional interior designer. The Interior Design Program at NESAD strikes a balance between the theoretical and practical aspects of design. The theoretical component is essential to creative problem solving; the practical component ensures the marketability of the graduate.

The faculty of the Interior Design Department is comprised of highly trained design educators currently practicing all disciplines within the interior design profession. As such, they bring a wealth of academic and real life design experience to the classroom.

The Interior Design curriculum is formulated to provide students with a comprehensive knowledge of theory, history, technology, communication skills, professional and design skills. There are three basic types of courses within the Department: studio courses in interior design; lecture courses in interior design subjects; and lecture courses in the liberal arts. Studio course material covers the design process, programming, design composition, furniture and finish selection, and presentation techniques. Design lecture courses include history, technology, communication and professional skills. Liberal arts coursework provides students with oral and written proficiency as well as a broad cultural context within which to design.

The Diploma Program in Interior Design normally requires four years for completion and is accredited as a first professional degree-level program by The Foundation for Interior Design Education Research (FIDER), the national accrediting agency for post-secondary interior design programs. Students wishing to earn a Bachelor of Fine Arts degree may make application to the joint Suffolk University/NESAD BFA Program in Interior Design, which is also four years in length. Both programs include one year of Foundation courses and an extensive interior design component. The Diploma Program also requires 30 credits of liberal arts coursework, the BFA Program 38 credits of liberal arts. Since NESAD does not itself offer liberal arts courses, that portion of each program may be completed at Suffolk University, or credits earned elsewhere may be applied toward diploma or degree requirements. NESAD prepares students for a diverse range of employment options within the interior design profession. Such employment opportunities include:

**Commercial/Residential Interior Design Firms:** Such design firms concern themselves with the planning and design of a range of both public and private spaces, from hotels, restaurants, and retail stores to single-family homes, apartments, and condominiums.

## Diploma Program

1st Year		
fall semester		credits
B02	Foundation Drawing I	3
B40	Color	3
B50	2-Dimensional Design	3
B60	Pictorial Space	3
B80A	Ideas of Western Art I	3
Total		15
spring semester		credits
B03	Foundation Drawing II	3
B51	3-Dimensional Design	3
B81A	Ideas of Western Art II	3
E61A	Drafting	3
E63A	Design Communication	3
Total		15
2nd Year		
fall semester		credits
E02	Interior Design Studio I	3
E20A	History of Design for Interiors I	3
E40A	Interior Codes & Construction English (Suffolk)	3
Integrated Studies 111 (Suffolk)		3
Total		15
spring semester		credits
E03	Residential Design Studio	3
E21A	History of Design for Interiors II	3
E41A	Interior Materials & Finishes English (Suffolk)	3
Integrated Studies 112 (Suffolk)		3
Total		15
3rd Year		
fall semester		credits
E10	Commercial Design Studio	3
E50A	Building Systems	3
E70A	Contract Documents Mathematics OR quantitative studies (Suffolk)	3
Social Science (Suffolk)		3
Total		15
spring semester		credits
E11	Furniture Design Studio	3
E51A	Lighting/Acoustics	3
E71A	Advanced Design Communication	3
Speech OR Ethics (Suffolk)		3
Social Science (Suffolk)		3
Total		15
4th Year		
fall semester		credits
E12	Historic Preservation Studio	3
E72A	Computer Drafting	3
E80A	Professional Practice Elective (NESAD)	3
Humanities (Suffolk)		3
Total		15
spring semester		credits
E13	Independent Studio	3
IDI	Interior Design Internship Elective (NESAD)	3
Humanities (cultural diversity) (Suffolk)		3
Art History elective (Suffolk)		3
Total		15

## BFA Program

1st Year		
fall semester		credits
B02	Foundation Drawing I	3
B40	Color	3
B50	2-Dimensional Design	3
B60	Pictorial Space	3
B80A	Ideas of Western Art I	3
OR Humanities 101 (Suffolk)		
OR Humanities 103 (Suffolk)		
Total		15
spring semester		credits
B03	Foundation Drawing II	3
B51	3-Dimensional Design	3
B81A	Ideas of Western Art II	3
OR Humanities 102 (Suffolk)		
OR Humanities 104 (Suffolk)		
E61A	Drafting	3
E63A	Design Communication	3
Total		15
2nd Year		
fall semester		credits
E02	Interior Design Studio I	3
E20A	History of Design for Interiors I	3
E40A	Interior Codes & Construction English (Suffolk)	3
Integrated Studies 111 (Suffolk)		3
Total		15
spring semester		credits
E03	Residential Design Studio	3
E21A	History of Design for Interiors II	3
E41A	Interior Materials & Finishes English (Suffolk)	3
Integrated Studies 112 (Suffolk)		3
Total		15
3rd Year		
fall semester		credits
E10	Commercial Design Studio	3
E50A	Building Systems	3
E70A	Contract Documents Mathematics OR quantitative studies (Suffolk)	3
Social Science (Suffolk)		3
Total		15
spring semester		credits
E11	Furniture Design Studio	3
E51A	Lighting/Acoustics	3
E71A	Advanced Design Communication	3
Speech OR Ethics (Suffolk)		3
Social Science (Suffolk)		3
Total		15
4th Year		
fall semester		credits
E12	Historic Preservation Studio	3
E72A	Computer Drafting	3
E80A	Professional Practice Humanities (Suffolk)	3
Natural Science (Suffolk)		4
Total		16
spring semester		credits
E13	Independent Studio	3
IDI	Interior Design Internship Humanities/cultural diversity (Suffolk)	3
Natural Science (Suffolk)		4
Art History elective (Suffolk)		3
Total		16



**Architectural Firms:** Interior design departments are commonly incorporated within architectural firms, since designers and architects work closely on architectural projects. The tasks of the interior designer may include marketing, programming, interior architectural drawings (i.e. floor plans, elevations, and sections, reflected ceiling plans, detail drawings, specifications), and the coordination of materials and furnishings, as well as construction administration.

**Healthcare:** Hospitals, medical centers, and health maintenance organizations often employ interior designers on staff to provide interior renovation and space planning services for their rapidly changing environments.

**Retail Stores:** Retail opportunities generally fall into three categories: store planning and design, in which the interior designer is responsible for the function, organization, and overall appearance of the retail outlet itself; visual design, which includes the seasonal appearance of the store including props and furniture; and design services, in which the store assists customers in planning and furnishing their own residential spaces.

**Corporations:** Larger corporations often include in-house facilities planning departments, whose responsibility is to plan and implement the design of, or changes to, the structure and organization of that company's physical space.

**Hotels:** Larger hotel chains employ in-house interior designers to design guest suites and public spaces, such as restaurants and lobbies, for the individual hotels under their control. This includes renovation as well as new construction.

**Furniture Dealerships:** A furniture dealership is a company involved in selling furniture to corporations and small businesses. Designers are often employed to provide plans and design expertise, ensure the workability of the furniture selections, and write specifications.

**Sole Practitioners:** Sole practitioners are essentially self-employed and often choose to specialize in one aspect of design, such as rendering. Clients and projects may be secured independently or a designer may wish to work for various design firms on a project-to-project basis.

## Course Descriptions

*Courses in the Interior Design Department have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions may be made only with the permission of the instructor concerned and the Chair of the Interior Design Department. Eligibility for registration in courses with specific prerequisites requires that a grade of C or better be earned in the prerequisite course.*

### Interior Design Studios:

#### E02

##### Interior Design Studio I

This course will focus on design process and the principles and elements of interior design composition. Students will be given a series of projects of increasing complexity, utilizing and building upon the skills developed in the Foundation courses. Class time will include lectures, group discussion, individual critiques, guest critiques by practicing designers, and student work time. Students will be expected to produce process diagrams, plans, elevations, models, and finish boards.

*fall semester, 3 credits*

*two 3 hour meetings per week*

#### E03

##### Residential Design Studio

This course addresses residential interior environments on a large scale. Students will develop client contact and programming skills. Emphasis will be placed on residential precedents, design process, human factors, accessibility, building codes, diagramming, spatial organization, detailing, presentation techniques, furnishings, finishes, and lighting.

*prerequisite: E02*

*spring semester, 3 credits*

*two 3 hour meetings per week*

#### E10

##### Commercial Design Studio

This course addresses office, institutional, hospitality, and retail interior environments. Students will develop client contact and programming skills unique to these environments through a series of projects. Emphasis will be placed on commercial precedents, design process, human factors, accessibility, building codes, diagramming, spatial organization, detailing, presentation techniques, furnishings, finishes, and lighting.

*prerequisite: E02*

*fall semester, 3 credits*

*two 3 hour meetings per week*

#### E11

##### Furniture Design Studio

This course addresses furniture ergonomics, materials, construction techniques, manufacturing, and design.

Students will research selected topics, and design seating, work/service pieces, and cabinetry. Emphasis will be placed on furniture precedents, research, design process, human factors, accessibility, detailing, documentation, and presentation techniques.

*prerequisite: E02*

*spring semester, 3 credits*

*two 3 hour meetings per week*

#### E12

##### Historic Preservation Studio

The historic interiors and preservation organizations in Boston/New England provide us with unique resources in the study of historic preservation. This course addresses research, documentation, preservation technology, materials conservation, and the

renovation of historic interior environments. Course material will be presented through lectures, trips to edifices in various states of preservation, and discussions. Students will research selected topics, document a significant interior, and design a renovation of an historic building in the Boston area.

*prerequisite: E20A, E21A*

*fall semester, 3 credits*

*two 3 hour meetings per week*

#### E13

##### Independent Studio

This is the final studio in the design studio sequence. Students will apply studio skills learned previously in an independent manner and explore areas of design in greater detail. The studio advisor will guide students and provide critiques. Students will choose a topic or theme within interior design to study, identify one interior precedent representative of the topic to analyze, identify a contemporary interior design problem representative of the topic, program the design problem, and design a solution. The final project will include:

- 1) a written problem statement and program for the design problem;
- 2) a graphic analysis of the interior precedent;
- 3) a design solution with plan, elevations, reflected ceiling plan, a three-dimensional representation, furniture and finish selections. The project document will contain the aforementioned items in an 8 1/2" x 11" bound format.

*prerequisite: senior status*

*spring semester, 3 credits*

*two 3 hour meetings per week*

### History/Theory:

#### E20A

##### History of Design for Interiors I

The history of interior design and furniture from Prehistory to AD 1750 will be presented in illustrated lectures, readings, and class discussions. The goal of the course is to enhance the student's critical comprehension of historic design, design principles and elements in their original context and relate them to contemporary interior installations. Students will be required to analyze historic New England interiors as the final project.

*prerequisite: B80A, B81A (or Humanities substitutes)*

*fall semester, 3 credits*

*two 1.5 hour meetings per week*

#### E21A

##### History of Design for Interiors II

This course is a continuation of History of Design for Interiors I (E20A) and covers the period from 1750 to the present. Students will be required to analyze historic New England interiors as the final project.

*prerequisite: E20A*

*spring semester, 3 credits*

*two 1.5 hour meetings per week*

### Technical Knowledge:

#### E40A

##### Interior Codes & Construction

This course studies various interior construction assemblies of non-load-bearing walls, load-bearing walls, floors, stairs, elevators, fireplaces, ceilings, doors, interior windows, frames, millwork, and fire-rated construction. Emphasis will be placed on building codes including state, BOCA, Underwriters Laboratory, and ASTM, state and federal accessibility codes, and construction materials. Students will also be introduced to basic structural concepts and characteristics of structural materials.

*fall semester, 3 credits*

*one 3 hour meeting per week*





Interior Design course listings continued...

E41A  
Interior Materials & Finishes

Students will study the visual qualities, technical characteristics, and applications of the common materials and finishes used in interior installations. These materials will include floor coverings, bases, mouldings, wall coverings, doors, hardware, textiles, window treatments, and ceiling materials. Related fire, health, and safety codes will be discussed. Class material will be presented in the form of lectures, readings, and demonstrations. Students will learn to analyze material/finish installations and prepare an installation of their own. Class will be held in the Materials Library.

spring semester, 3 credits  
one 3 hour meeting per week

E50A  
Building Systems

This course studies mechanical, electrical, and plumbing technology and systems commonly employed in residential and commercial interiors. It will introduce students to the vocabulary, concepts, and basic components of these fields of engineering. This will enable students to integrate these building systems in their design work and communicate ideas effectively with project engineers and contractors. The course will include commonly used heating, ventilating, air conditioning, plumbing piping and fixtures, fire sprinklers, electrical supply and distribution, smoke detection, and fire alarm systems. Related mechanical, electrical, and plumbing codes will also be discussed.

fall semester, 3 credits  
one 3 hour meeting per week

E51A  
Lighting/Acoustics

This course introduces students to the art and technology of lighting/acoustics. The class material will be presented as a series of lectures, readings, and demonstrations. Students will learn to analyze interior lighting/acoustic installations, calculate lighting levels for interiors, select appropriate light fixtures and acoustic materials, and prepare an installation of their own.

spring semester, 3 credits  
one 3 hour meeting per week

Communication Skills:

E61A  
Drafting

To make ideas reality, designers must create drawings that accurately communicate the finished project. This course teaches students the basic concepts of drawing interior space in measured plans, elevations, and details. Students will become conversant with state-of-the-art drafting tools, drafting papers and films, drawing reproduction, orthographics, plan and elevation projection, axonometric and isometric techniques. Students will learn the skills necessary to produce a basic set of drawings for an interior design installation. Projects will be organized in increasing complexity and will introduce students to studio skills.

spring semester, 3 credits  
one 3 hour meeting per week

E63A  
Design Communication

This course teaches students how to communicate design ideas to clients and associates through visual media. It will include drawing surface, drawing and color media, freehand sketching, interior perspective, shade and shadow, design graphics, plan and elevation rendering, presentation formats, and portfolio formats. Projects will be organized in increasing complexity and will introduce students to studio skills.

spring semester, 3 credits  
one 3 hour meeting per week

E70A  
Contract Documents

This course will focus on the writing, drafting, and organizational skills necessary to produce a set of contract drawings and specifications for interior construction projects. Students will study the purpose of the individual elements, their relationship to each other, and the composition of the whole set. Students will choose a project completed in a previous studio as subject and complete a set of contract documents for it.

prerequisite: E61A  
fall semester, 3 credits  
one 3 hour meeting per week

E71A  
Advanced Design Communication

This course is a continuation of Design Communication (E63A). Students will refine presentation and rendering skills by developing drawings based on completed furniture, residential, and commercial studio projects. The emphasis will be on preparing a portfolio of work representing the design process and a variety of drawing styles and media. Students will be required to present their portfolio as a final project.

prerequisite: E63A  
spring semester, 3 credits  
one 3 hour meeting per week

E72A  
Computer Drafting

This course will provide an introduction to two-dimensional and three-dimensional uses of computers for design presentation and documentation. It will cover layering, templates, menus, blocks, dimensioning, plan projections, and perspective. Students will translate a hand-drafted set of working drawings from a previous project into a computer-generated set of working drawings.

prerequisite: E70A  
fall semester, 3 credits  
one 3 hour meeting per week

Professional Skills:

E80A  
Professional Practice

Students will learn how to market their skills, write proposals, price services and products, manage furniture and finish vendors, coordinate with architects, engineers, and contractors, review contracts, manage interior installations, and maintain good working relations with clients.

prerequisite: E70A  
fall semester, 3 credits  
one 3 hour meeting per week

IDI  
Interior Design Internship

With the assistance of the faculty advisor, each student will identify an internship with a local interior design firm. All interns will meet periodically as a group with the faculty advisor to report on experiences. The faculty advisor will reinforce new skills learned in the office and provide counseling. Interns should observe all office procedures including: office management, material and technical library resources, client relations, proposal writing, design contracts, drafting, schematic design, design development, coordination of consultants, working drawings, specifications, construction bidding, construction administration, and furniture installation. Students may not be able to participate in all of the activities noted above but should be able to observe the majority. Students will be required to keep a notebook of their observations.

prerequisite: E02  
spring semester, 3 credits  
one 1 hour class meeting per week  
8 hours of design office internship per week minimum





# Graphic Design

Graphic designers convert ideas, information, and emotions into visual symbols designed to influence the way our society perceives people, products, and issues. Utilizing their design skills and their knowledge of typography, illustration, photography, printing, and electronic media, graphic designers produce the visual communications which persuade and inform all of us.

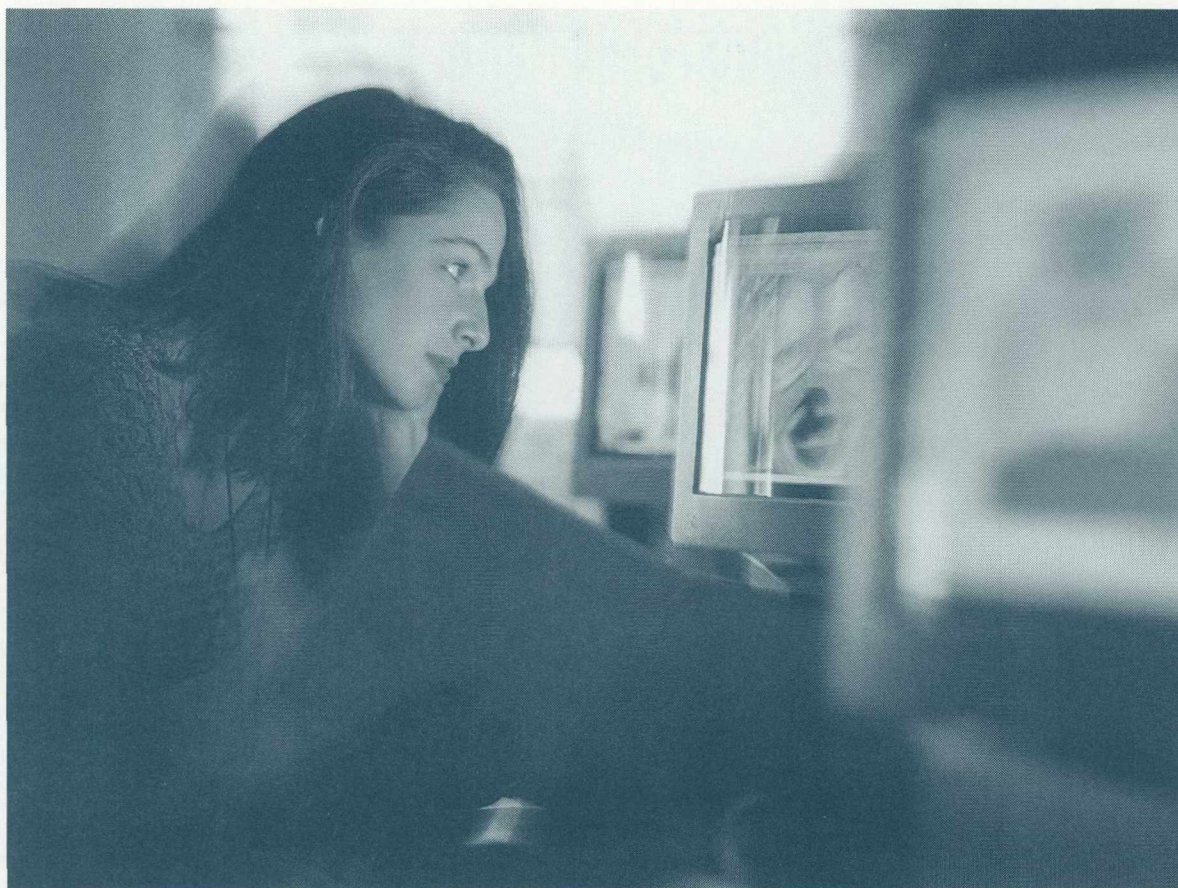
The Graphic Design Program at NESAD is designed to equip students with the intellectual and practical abilities required of graphic communicators. NESAD is likewise committed to providing its Graphic Design majors with the skills necessary to carry them into the next century. The undeniable impact of the computer on the world of graphic design has given us cause to rethink and redesign our graphic design curriculum. This new curriculum seeks to integrate the computer into all facets of graphic design through a program of carefully structured and integrated courses. The primary emphasis of all courses will continue to be the conceptual, creative process, employing technology only after basic design principles are assimilated.

Students in the Graphic Design Program begin by taking a range of courses in all disciplines - advertising, computer graphics, illustration, and design, with supporting coursework in typography, production, photography, and publication design. In this way they become aware that in the professional world design is often practiced as a number of specialized disciplines, each in part distinct from other applications. The Graphic Design Program has therefore been structured so as to allow students to choose a Concentration in order that they may devote a significant portion of their studies to the concerns of such a specialization.

Those students interested in acquiring a broad design background, encompassing such areas as corporate and publication design and various print applications such as brochures and posters, may follow the Design Concentration. Those students interested in pursuing a career as an illustrator may choose an Illustration Concentration, where they will refine the drawing and conceptual skills which compose the illustrator's vocabulary. The Broadcast Design Concentration provides students with the knowledge and skills necessary to enter the world of television design and production. These three concentrations are intended to allow for somewhat different directions within the Graphic Design Program at NESAD and subsequently within the graphic design profession. Students in all concentrations take a core of departmentally required courses designed to develop and refine the skills relevant to all aspects of graphic design; thus the concentrations do not constitute separate majors but rather variations within a single program. Students may also combine elements of one concentration while following another in its entirety.

The Graphic Design Program at NESAD demands much of its students in terms of time, energy, and talent, as the goal of the program is the development of genuine professionals. Graduates may seek employment in any number of areas, examples of which follow.

**Advertising Agencies:** Advertising agencies create promotional campaigns and support materials for products, institutions, issues, and people. As such



they almost always include sizable art departments whose job it is to conceive and produce visual materials which will support and enhance the work of copywriters, account executives, and marketing specialists. Artists employed in advertising agencies range from creative art directors to designers, illustrators, and photographers, to mechanical artists.

**Design Studios:** These independent businesses specialize in such diverse areas as industrial design, package design, brochure and catalogue design, corporate design, and architectural graphics. Such studios have traditionally been a major source of employment for NESAD graduates.

**Computer Graphics:** Video production houses create sophisticated computer images for use in advertising and promotional work. Architecture and engineering firms employ computer artists to produce three-dimensional models, while presentation graphics has become an important aspect of corporate work. Desktop publishing software allows the print designer to create page layouts on the computer, increasing both speed and flexibility.

**Publishing:** There are several major book publishers in the Boston area which have substantial art departments requiring the diversified talents of graphic designers and illustrators. The in-house designer controls the visual appearance of a book at all stages, from manuscript through final printing.

**Newspapers and Magazines:** Most newspapers and magazines have art departments which are responsible for creating an effective and attractive printed product. Designers with strong backgrounds in typography and graphic reproduction techniques are especially needed in this field.

**Television:** Television stations employ artists and designers to develop titles and news graphics for live television, film production, and promotions. Computer graphics expertise is often a prerequisite here because of the immediate time frame of much news gathering work.

**Industry:** Many corporations have their own in-house design departments, giving them closer control, both artistic and financial, over publications such as annual reports, sales presentations, newsletters, and company advertising.

**Printing:** Large printing firms frequently supply their clients with design-related services, ranging from simple paste-up and layout to total supervision of a project.

**Free-Lance:** Many designers and illustrators work on what is known as a free-lance basis; that is to say they supply their services to agencies or individuals on a project-by-project basis. Free-lance designers and illustrators work for a variety of different clients (such as those listed above) and tend to specialize in particular aspects of design.

## Course Descriptions

*Courses in the Graphic Design Department have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions may be made only with the permission of the instructor concerned and the Chair of the Graphic Design Department. Eligibility for registration in courses with specific prerequisites requires that a grade of C or better be earned in the prerequisite course.*

### G02 Basic Typography

This course will introduce students to the creative use of typography in the design process and will provide them with the skills and knowledge necessary to accurately specify and render type. As the semester progresses, students will be exposed to the latest technological developments impacting typography, as they build upon their knowledge and experience of type.

*fall semester, 3 credits  
two 3 hour meetings per week*

### G03 Computer Typography

This advanced course focuses on the translation of the historical knowledge and hand skills learned in Basic Typography in an electronic format. Students will learn how to produce quality type in an electronic format as well as experimenting with and exploring type through electronic manipulation.

*prerequisite: G02  
spring semester, 3 credits  
two 3 hour meetings per week*

### G06, G07 Graphic Design I

Emphasizing the creative process from thumbnail to comprehensive, this course will also introduce the student to the language, tools, and techniques of the professional graphic designer. Attention will be paid to conceptualization, production, and presentation in solving design problems including logos, posters, brochures, and calendars. As a survey of graphic design the goal of this course is to deal with typical problems faced by graphic designers in a realistic manner.

*fall and spring semesters  
3 credits per semester  
two 3 hour meetings per week*

*(continued on page 14)*



# Graphic Design Diploma/BFA Programs

Diploma Program (Design Concentration)			Diploma Program (Broadcast Concentration)			Diploma Program (Illustration Concentration)		
1st Year			1st Year			1st Year		
fall semester		credits	fall semester		credits	fall semester		credits
B02	Foundation Drawing I	3	B02	Foundation Drawing I	3	B02	Foundation Drawing I	3
B40	Color	3	B40	Color	3	B40	Color	3
B50	2-Dimensional Design	3	B50	2-Dimensional Design	3	B50	2-Dimensional Design	3
B60	Pictorial Space	3	B60	Pictorial Space	3	B60	Pictorial Space	3
B80A	Ideas of Western Art I	3	B80A	Ideas of Western Art I	3	B80A	Ideas of Western Art I	3
Total		15	Total		15	Total		15
spring semester		credits	spring semester		credits	spring semester		credits
B03	Foundation Drawing II	3	B03	Foundation Drawing II	3	B03	Foundation Drawing II	3
B21	Painting	3	B21	Painting	3	B21	Painting	3
B51	3-Dimensional Design	3	B51	3-Dimensional Design	3	B51	3-Dimensional Design	3
B53	Design: Issues & Process	3	B53	Design: Issues & Process	3	B53	Design: Issues & Process	3
B81A	Ideas of Western Art II	3	B81A	Ideas of Western Art II	3	B81A	Ideas of Western Art II	3
Total		15	Total		15	Total		15
2nd Year			2nd Year			2nd Year		
fall semester		credits	fall semester		credits	fall semester		credits
G02	Basic Typography	3	G02	Basic Typography	3	G02	Basic Typography	3
G06	Graphic Design I	3	G06	Graphic Design I	3	G06	Graphic Design I	3
G08	Advertising Design	3	G10	Principles of Animation	3	G14	Introduction to Illustration	3
G24A	History of Graphic Design I	1.5	G24A	History of Graphic Design I	1.5	G24A	History of Graphic Design I	1.5
G28	Conceptual Drawing	1.5	G28	Conceptual Drawing	1.5	G28	Conceptual Drawing	1.5
Total		12	Total		12	Total		12
spring semester		credits	spring semester		credits	spring semester		credits
G03	Computer Typography	3	G03	Computer Typography	3	G03	Computer Typography	3
G07	Graphic Design I	3	G07	Graphic Design I	3	G07	Graphic Design I	3
G19	Computer Applications in Design	3	G11	2D Animation	1.5	G15	Techniques & Concepts of Illustration	3
G25A	History of Graphic Design II	1.5	G19	Computer Applications in Design	3	G25A	History of Graphic Design II	1.5
G31	Basic Photography	1.5	G25A	History of Graphic Design II	1.5	G31	Basic Photography	1.5
Total		12	Total		12	Total		12
3rd Year			3rd Year			3rd Year		
fall semester		credits	fall semester		credits	fall semester		credits
G34	Electronic Publication Design	3	G40	Broadcast Design	3	G34	Electronic Publication Design	3
G44	Graphic Design II	3	G44	Graphic Design II	3	G44	Graphic Design II	3
G54	Advanced Computer Applications	3	G54	Advanced Computer Applications	3	G48	Applied Illustration	3
G60	Corporate Design	3	G60	Corporate Design	3	G60	Corporate Design	3
Total		12	Total		12	OR a senior-level drawing or painting course		
spring semester		credits	spring semester		credits	Total		12
G37	Professional Practice	3	G37	Professional Practice	3	spring semester		credits
G45	Graphic Design II	3	G41	Broadcast Design	1.5	G37	Professional Practice	3
G55	Advanced Computer Applications	3	G45	Graphic Design II	3	G45	Graphic Design II	3
G65	Art Direction for Photography	1.5	G55	Advanced Computer Applications	3	G49	Applied Illustration	3
G91	Internship/Thesis Studio	1.5	G91	Internship/Thesis Studio	1.5	G65	Art Direction for Photography	1.5
Total		12	Total		12	OR		
						G67	Electronic Illustration	
						G91	Internship/Thesis Studio	1.5
						Total		12



**BFA Program****(Design Concentration)****1st Year**

fall semester	credits
B02 Foundation Drawing I	3
B40 Color	3
B50 2-Dimensional Design	3
B60 Pictorial Space	3
B80A Ideas of Western Art I	3
OR Humanities 101 (Suffolk)	
OR Humanities 103 (Suffolk)	
Total	15

spring semester	credits
B03 Foundation Drawing II	3
B21 Painting	3
B51 3-Dimensional Design	3
B53 Design: Issues & Process	3
B81A Ideas of Western Art II	3
OR Humanities 102 (Suffolk)	
OR Humanities 104 (Suffolk)	
Total	15

**2nd Year**

fall semester	credits
G02 Basic Typography	3
G06 Graphic Design I	3
G08 Advertising Design	3
Integrated Studies 111 (Suffolk)	3
English (Suffolk)	3
Total	15

spring semester	credits
G03 Computer Typography	3
G07 Graphic Design I	3
G19 Computer Applications	3
in Design	3
Integrated Studies 112 (Suffolk)	3
English (Suffolk)	3
Total	15

**3rd Year**

fall semester	credits
G24A History of Graphic Design I	1.5
G44 Graphic Design II	3
G54 Advanced Computer	3
Applications	3
G65 Art Direction for Photography	1.5
Humanities (Suffolk)	3
Social Science (Suffolk)	3
Total	15

spring semester	credits
G25A History of Graphic Design II	1.5
G45 Graphic Design II	3
G55 Advanced Computer	3
Applications	3
G91 Internship/Thesis Studio	1.5
Humanities (Suffolk)	3
Social Science (Suffolk)	3
Total	15

**4th Year**

fall semester	credits
G34 Electronic Publication Design	3
G60 Corporate Design	3
Art History (Suffolk)	3
Art History (Suffolk)	3
Natural Science (Suffolk)	4
Total	16

spring semester	credits
G37 Professional Practice	3
Art History (Suffolk)	3
Mathematics	
OR quantitative	
studies (Suffolk)	3
Speech or Ethics (Suffolk)	3
Natural Science (Suffolk)	4
Total	16

**BFA Program****(Broadcast Concentration)****1st Year**

fall semester	credits
B02 Foundation Drawing I	3
B40 Color	3
B50 2-Dimensional Design	3
B60 Pictorial Space	3
B80A Ideas of Western Art I	3
OR Humanities 101 (Suffolk)	
OR Humanities 103 (Suffolk)	
Total	15

spring semester	credits
B03 Foundation Drawing II	3
B21 Painting	3
B51 3-Dimensional Design	3
B53 Design: Issues & Process	3
B81A Ideas of Western Art II	3
OR Humanities 102 (Suffolk)	
OR Humanities 104 (Suffolk)	
Total	15

**2nd Year**

fall semester	credits
G02 Basic Typography	3
G06 Graphic Design I	3
G10 Principles of Animation	3
Integrated Studies 111 (Suffolk)	3
English (Suffolk)	3
Total	15

spring semester	credits
G03 Computer Typography	3
G07 Graphic Design I	3
G19 Computer Applications	3
in Design	3
Integrated Studies 112 (Suffolk)	3
English (Suffolk)	3
Total	15

**3rd Year**

fall semester	credits
G11 2D Animation	1.5
G24A History of Graphic Design I	1.5
G44 Graphic Design II	3
G54 Advanced Computer	3
Applications	3
Humanities (Suffolk)	3
Social Science (Suffolk)	3
Total	15

spring semester	credits
G25A History of Graphic Design II	1.5
G45 Graphic Design II	3
G55 Advanced Computer	3
Applications	3
G91 Internship/Thesis Studio	1.5
Humanities (Suffolk)	3
Social Science (Suffolk)	3
Total	15

**4th Year**

fall semester	credits
G40 Broadcast Design	3
Art History (Suffolk)	3
Art History (Suffolk)	3
Natural Science (Suffolk)	4
Speech or Ethics (Suffolk)	3
Total	16

spring semester	credits
G37 Professional Practice	3
G41 Broadcast Design	1.5
G91 Internship/Thesis Studio	1.5
Art History (Suffolk)	3
Mathematics OR quantitative	3
studies (Suffolk)	
Natural Science (Suffolk)	4
Total	16

**BFA Program****(Illustration Concentration)****1st Year**

fall semester	credits
B02 Foundation Drawing I	3
B40 Color	3
B50 2-Dimensional Design	3
B60 Pictorial Space	3
B80A Ideas of Western Art I	3
OR Humanities 101 (Suffolk)	
OR Humanities 103 (Suffolk)	
Total	15

spring semester	credits
B03 Foundation Drawing II	3
B21 Painting	3
B51 3-Dimensional Design	3
B53 Design: Issues & Process	3
B81A Ideas of Western Art II	3
OR Humanities 102 (Suffolk)	
OR Humanities 104 (Suffolk)	
Total	15

**2nd Year**

fall semester	credits
G02 Basic Typography	3
G06 Graphic Design I	3
G14 Introduction to Illustration	3
Integrated Studies 111 (Suffolk)	3
English (Suffolk)	3
Total	15

spring semester	credits
G03 Computer Typography	3
G07 Graphic Design I	3
G15 Techniques & Concepts of	3
Illustration	
Integrated Studies 112 (Suffolk)	3
English (Suffolk)	3
Total	15

**3rd Year**

fall semester	credits
G24A History of Graphic Design I	1.5
G44 Graphic Design II	3
G48 Applied Illustration	3
G65 Art Direction for Photography	1.5
OR	
G67 Electronic Illustration	
Humanities (Suffolk)	3
Social Science (Suffolk)	3
Total	15

spring semester	credits
G25A History of Graphic Design II	1.5
G45 Graphic Design II	3
G49 Applied Illustration	3
G91 Internship/Thesis Studio	1.5
Humanities (Suffolk)	3
Social Science (Suffolk)	3
Total	15

**4th Year**

fall semester	credits
G34 Electronic Publication Design	3
G60 Corporate Design	3
OR	
a senior-level drawing	
or painting course	
Art History (Suffolk)	3
Art History (Suffolk)	3
Natural Science (Suffolk)	4
Total	16

spring semester	credits
G37 Professional Practice	3
Art History (Suffolk)	3
Mathematics	
OR quantitative	
studies (Suffolk)	3
Speech or Ethics (Suffolk)	3
Natural Science (Suffolk)	4
Total	16



## Graphic Design course listings continued...

### G08

#### Advertising Design

An introductory survey of typical problems encountered by the professional advertising designer. The course will stress the development of the methodology most commonly used in advertising design: i.e. the progression from concept to thumbnail, to roughs, to layout. Students will also acquire the skills to perform these steps, such as marker rendering. Emphasis will be placed on print media, including newspaper and magazine advertising, direct mail, billboard, and point-of-purchase.

*fall semester, 3 credits*

*two 3 hour meetings per week*

### G10

#### Principles of Animation

This course is designed to teach students to recognize the basic principles of animation that exist in everyday design. Students will learn that all sorts of graphic design solutions are “animated” and that the principles of animation can be applied to design problems of all kinds.

*fall semester, 3 credits*

*two 3 hour meetings per week*

### G11

#### 2D Animation

AutoDesk Animator Pro is an exciting software package for the PC that allows the production of two-dimensional computer animations and presentations. Six different animation techniques are possible: traditional frame-by-frame painting; animated cels; optics functions to automatically move, resize, or spin an image; polymorphic tweening to change one image to another; tilting for text; and color cycling. During the course each student will produce several different types of animations. The final portfolio piece will be recorded onto a VHS video tape along with a soundtrack.

*prerequisite: G10*

*fall or spring semester, 1.5 credits*

*one 3 hour meeting per week*

### G14

#### Introduction to Illustration

In this course students will learn the skills necessary for meeting a client's specific illustration needs in a variety of media used by professional illustrators. The markets available to the illustrator and what media are appropriate for a specific market will be discussed. The course will concentrate on developing the ability to draw real objects and real people, often from a client's specifications. Illustrating from a manuscript or from a layout will also be included.

*fall semester, 3 credits*

*two 3 hour meetings per week*

### G15

#### Techniques & Concepts of Illustration

This advanced illustration course will deal with the principles involved in translating a verbal idea into a viable visual image while attaining a level of finish worthy of publication. Students will be free to pursue individual stylistic and media responses to problems.

*prerequisite: G14*

*spring semester, 3 credits*

*two 3 hour meetings per week*

### G19

#### Computer Applications in Design

In this course students will explore several popular software applications and their use in design. Through a series of design problems, students will learn how and when to use specific software to produce their solutions.

*spring semester, 3 credits*

*two 3 hour meetings per week*

### G24A, G25A

#### History of Graphic Design I&II

The first semester of this two-semester course will focus on the history of graphic design from prehistoric times to the Industrial Revolution, including the origins of graphic communications in the ancient world, the development of the alphabet, and early printing and typography. The second semester will concentrate on the period from the late 19th century to the present, and will include the Arts and Crafts Movement, the influence of modern art, the Bauhaus and International Style, and contemporary visual systems and image making.

*fall and spring semesters*

*1.5 credits per semester*

*one 1.5 hour meeting per week*

### G28

#### Conceptual Drawing

This course emphasizes drawing skills as a communicative tool for the designer. While providing a solid foundation for students as they approach technology dependent on these skills, the course also seeks to integrate drawing more fully into the design process.

*fall semester, 1.5 credits*

*one 3 hour meeting per week*

### G31

#### Basic Photography

A thorough introduction to the basics of camera use and control, and darkroom procedures for developing and printing black and white photographs. Emphasis will be placed on learning by doing and the course will involve extensive use of the darkroom. An appreciation for aesthetic concerns will be developed by critiques of student work and class discussions of the work of influential photographers.

*spring semester, 1.5 credits*

*one 3 hour meeting per week*

### G34

#### Electronic Publication Design

This course will focus on the skills necessary to create publications such as books, magazines, annual reports, and catalogues. The goal of this course is two-fold: to further enhance the understanding of typography in regard to publications, and to provide the skills and knowledge necessary to design publications in an electronic environment.

*prerequisites: G03, G19*

*fall semester, 3 credits*

*two 3 hour meetings per week*

### G37

#### Professional Practice

This senior-level course is designed to provide final preparation for employment in the field of graphic design. In addition to helping each student develop a professional portfolio, the course will provide students with practical knowledge of the business aspects of graphic design, as well as access to local and regional professionals through informational interviews, portfolio reviews, and lectures.

*prerequisite: senior status*

*spring semester, 3 credits*

*two 3 hour meetings per week*

### G40

#### Broadcast Design I

This course is intended to give students an introduction to an actual video design environment, by having them create and produce a complete broadcast graphics package. The emphasis will be on the creation of a professional quality project from storyboards to on-air graphics and animation.

*prerequisite: G11*

*fall semester, 3 credits*

*two 3 hour meetings per week*

### G41

#### Broadcast Design II

This course is intended as a continuation of the students' experience in broadcast production. The basic objective of the course will be instruction in the specifics of an actual edit session through a step-by-step process. Specific visual techniques, basic switcher and DVE effects, and edit room orientation will be covered. The course will provide each student with the basic knowledge needed to create and animate a complete video package from storyboards to the final edit session.

*prerequisite: G40*

*spring semester, 1.5 credits*

*one 3 hour meeting per week*

### G44, G45

#### Graphic Design II

This continuation of Graphic Design I (G06, G07) will concentrate on increasing sophistication in creative problem-solving abilities. The course will also develop a solid understanding of prepress terms and operations and the impact of technology on those operations, and will provide the knowledge and skills necessary to enable students to make appropriate prepress decisions regarding more complex projects.

*prerequisites: G06, G07*

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### G48, G49

#### Applied Illustration

This senior-level course will concern itself with the preparation of illustrations for specific markets within the advertising, graphic design, and publishing fields. Areas covered will include illustration for trade and textbooks, newspapers, consumer and trade magazines, catalogues and brochures, and a range of advertising applications. Special emphasis will be placed on developing proficiency in a wide variety of media, and on learning different methods of preparing artwork for reproduction. Also included will be such practical considerations as the role of the art director in buying illustrations, developing a “clip file”, and shooting photographs for quick reference. As a major portion of the course will deal with the development of the student's own portfolio, an important feature of the course will be guest lectures and critiques from professional illustrators and artists' representatives.

*prerequisites: G14, G15*

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### G54, G55

#### Advanced Computer Applications

This course is designed to further explore software applications for specific and experimental effects. It aims to provide the student with the knowledge and skills necessary to choose the appropriate software application and to execute the desired design, focusing on the design itself rather than on the limitations of the computer programs.

*prerequisite: G19*

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### G60

#### Corporate Design

This course will focus on the creation and application of designs directed to identify, establish, and promote the business community. Specific emphasis will be placed on the analysis and development of corporate identity systems including the development of logotypes, stationery, signage systems, annual reports, and forms. Also included will be graphic design applications to the various advertising, marketing, and public relations pieces associated with corporate design. Emphasis will be given to the role of the artist in the corporate design environment.

*fall semester, 3 credits*

*two 3 hour meetings per week*

### G65

#### Art Direction for Photography

Since the work of the professional designer often involves incorporating photography in advertisements, packaging, collateral, and other areas, this course seeks to address the issues involved, from the initial decision to use photography to the planning and execution of the photographic shoot. Through a series of classroom discussions, lectures by professional photographers, and trips to photography studios, students will learn to creatively and intelligently design with photography.

*fall or spring semester, 1.5 credits*

*one 3 hour meeting per week*

### G67

#### Electronic Illustration

This course will introduce draw and paint software to those in the Illustration Concentration, giving them the skills with which to translate their illustrative styles to an electronic format. Students will learn to use such software programs as Aldus SuperPaint, Aldus Freehand, Adobe Illustrator, and Adobe Photoshop in the creation of illustrations. Electronic file formats, scanning, and image manipulation will also be covered.

*fall or spring semester, 1.5 credits*

*one 3 hour meeting per week*

### G91

#### Internship/Thesis Studio

Seniors in the Graphic Design Program are required to pursue an internship with a local graphic design firm, whose work is directly related to that student's intended area of professional concentration. Interns will observe and participate in all office procedures permitted by their place of internship and will be required to maintain a notebook of their observations. Students who are unable to secure an appropriate internship will be required to substitute a thesis studio under the direction of the Department Chair. In this situation, the student will apply previously learned studio skills in a detailed investigation of a design project or projects relating to his or her intended professional situation.

*spring semester, 1.5 credits*

*4.5 hours per week (internship)*

*3 hours per week (thesis studio)*



# Fine Arts

The fine arts are a manifestation of the creative mind, influencing and influenced by prevailing social issues, and reflecting the energy of contemporary society. Our role as an institution is to guide our students through the maze of possibilities open to exploration. Our mission is to assist them in developing clarity and strength in their work, and to give energy and expression to their insights, unifying talent and discipline with ideas and perceptions.

As NESAD provides an intimate learning experience, students and faculty become working partners in furthering the development of the student's individual vocabulary of expression. Classes are small and provide individual attention combined with the challenging and supportive atmosphere of the group.

The Diploma and BFA options available at NESAD permit the student varying degrees of involvement in the fine arts. The graduate may, of course, choose to pursue a career as an artist, producing, marketing, and selling his or her work. Many fine artists elect to consult with other design professionals, offering expertise on various aesthetic matters. Arts administration, teaching, and writing on issues of art history or criticism are also avenues open to exploration by the fine artist. The joint Suffolk University/NESAD BFA Program in Fine Arts affords students the opportunity to lay the groundwork for graduate-level study, leading to a more advanced level of involvement in these areas.

## Course Descriptions

*Courses in the Fine Arts Department have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions may be made only with the permission of the instructor concerned and the Chair of the Fine Arts Department. Eligibility for registration in courses with specific prerequisites requires that a grade of C or better be earned in the prerequisite course.*



## Diploma Program

1st Year		
fall semester		credits
B02	Foundation Drawing I	3
B40	Color	3
B50	2-Dimensional Design	3
B60	Pictorial Space	3
B80A	Ideas of Western Art I	3
Total		15
spring semester		credits
B03	Foundation Drawing II	3
B21	Painting	3
B51	3-Dimensional Design	3
B53	Design: Issues & Process	3
B81A	Ideas of Western Art II	3
Total		15
2nd Year		
fall semester		credits
F02	Drawing Techniques & Concepts	3
F40	Abstraction & Sculptural Process	3
F50	Printmaking & Paper Studio	3
F70	Image Development Seminar I	3
Total		12
spring semester		credits
F03	Drawing Techniques & Concepts	3
F41	Abstraction & Sculptural Process	3
F51	Printmaking & Paper Studio	3
F71	Image Development Seminar I	3
Total		12
3rd Year		
fall semester		credits
F44	Collage & Assemblage	3
F60	Figure Studio	3
F72	Image Development Seminar II	3
F20	Technical Painting OR	3
F42	Advanced Sculpture	3
Total		12
spring semester		credits
F61	Figure Studio	3
F73	Image Development Seminar II	3
F91	Thesis	3
F43	Advanced Sculpture OR	3
G10	Basic Photography	3
Total		12

## BFA Program

1st Year		
fall semester		credits
B02	Foundation Drawing I	3
B40	Color	3
B50	2-Dimensional Design	3
B60	Pictorial Space	3
B80A	Ideas of Western Art I	3
OR Humanities 101 (Suffolk)		
OR Humanities 103 (Suffolk)		
Total		15
spring semester		credits
B03	Foundation Drawing II	3
B21	Painting	3
B51	3-Dimensional Design	3
B53	Design: Issues & Process	3
B81A	Ideas of Western Art II	3
OR Humanities 102 (Suffolk)		
OR Humanities 104 (Suffolk)		
Total		15
2nd Year		
fall semester		credits
F02	Drawing Techniques & Concepts	3
F50	Printmaking & Paper Studio	3
F70	Image Development Seminar I	3
Integrated Studies 111(Suffolk)		3
English (Suffolk)		3
Total		15
spring semester		credits
F03	Drawing Techniques & Concepts	3
F51	Printmaking & Paper Studio	3
F71	Image Development Seminar I	3
Integrated Studies 112 (Suffolk)		3
English (Suffolk)		3
Total		15
3rd Year		
fall semester		credits
F40	Abstraction & Sculptural Process	3
F60	Figure Studio	3
F72	Image Development Seminar II	3
Art History elective (Suffolk)		3
Art History elective (Suffolk)		3
Total		15
spring semester		credits
F41	Abstraction & Sculptural Process	3
F61	Figure Studio	3
F73	Image Development Seminar II	3
Art History elective (Suffolk)		3
Mathematics OR		
quantitative studies (Suffolk)		3
Total		15
4th Year		
fall semester		credits
F42	Advanced Sculpture	3
F44	Collage & Assemblage	3
Humanities (Suffolk)		3
Social Science (Suffolk)		3
Natural Science (Suffolk)		4
Total		16
spring semester		credits
F91	Thesis	3
Humanities (Suffolk)		3
Social Science (Suffolk)		3
Natural Science (Suffolk)		4
Speech or Ethics (Suffolk)		3
Total		16



## Fine Arts course listings continued. . .

### F02, F03

#### Drawing Techniques & Concepts

This is an experimental drawing class which accesses sources from traditional and contemporary art. A variety of materials will be used to explore the figure, the still life, and other subjects.

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F20

#### Technical Painting

This course will involve an intensive study of either oil- or water-based painting materials and techniques, depending on the student's intended area of concentration. Fine arts as well as illustrative methods and applications will be investigated. Each student will be given several mediums from which to choose and will learn to utilize these with skill.

*fall semester, 3 credits*

*two 3 hour meetings per week*

### F40, F41

#### Abstraction & Sculptural Process

This course will involve the theories and concepts of abstract and non-objective painting, as well as the modeling of additive and reductive constructive pieces from various materials. The objective of the course is to refine the students' personal artistic goals by providing them with additional vocabulary in two- and three-dimensional issues.

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F42, F43

#### Advanced Sculpture

In this course students will explore contemporary sculptural issues, using a variety of found and generated materials. The process of installation, wall, floor, and self-supported pieces, and environmental works will be investigated.

*prerequisite: F40, F41*

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F44

#### Collage & Assemblage

This course deals with imagery and objects, and the relationship between two-dimensional and three-dimensional illusion. The relationship of objects with seemingly different meanings and contexts will also be explored and students will be asked to create unified imagery using found and created materials.

*fall semester, 3 credits*

*two 3 hour meetings per week*

### F50, F51

#### Printmaking & Paper Studio

This course exposes students to the basic printmaking techniques of wood block, silkscreen, and linoleum block, as well as monoprinting, and casted and non-traditional uses of paper as a medium.

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F60, F61

#### Figure Studio

This course investigates the figure from a two-dimensional as well as a three-dimensional viewpoint. Work will be done in wax and paint, focusing on structuring the figure on an illusionistic plane and in real space.

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F70, F71

#### Image Development Seminar I

This course is designed to aid the student in developing an artistic persona, a sense of self which, when coupled with discussion about the meaning and content of art, form, and value, will give that student a body of ideas from which to create a personal imagery. Weekly visits to contemporary art exhibitions and class discussions of those visits will aid the student in developing a personal artistic statement.

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F72, F73

#### Image Development Seminar II

A continuation of Image Development Seminar I (F70, F71), this course will allow the student to develop a personal body of work based on the concepts and experiences gained in the preceding course.

*prerequisite: F70, F71*

*fall and spring semesters*

*3 credits per semester*

*two 3 hour meetings per week*

### F91

#### Thesis

This required senior-level course will ready the student for a professional career as an artist. Students will learn to make an appropriate photographic and written record of their work, and to approach galleries and curators with a unified presentation.

*prerequisite: senior status*

*spring semester, 3 credits*

*two 3 hour meetings per week*



### FAI

#### Fine Arts Internship

An elective course for those who wish to pursue issues of artistic development to a further degree, this internship will involve assisting an established member of the local art community (in his or her studio) in the preparation, marketing, or exhibition of his or her work. The purpose of the internship will be to give the student experience in real-world aspects of the artistic life for which he or she has so far prepared only in a classroom setting. Participating students will earn credit based on the number of hours devoted to the internship. One credit will be given for every 45 hours of internship time and all hours must be verified in writing for credit to be given.

*fall or spring semester*

*credits will vary*





# Admissions

## Admissions Policies

### Introduction

The New England School of Art & Design welcomes applications from all persons interested in the study of Graphic Design, Interior Design, or Fine Arts. The specialized nature of our programs requires that all who attend NESAD make a conscious decision to transform their creative abilities and interests into careers in the art or design professions. We at NESAD are committed to helping prospective students realize their educational and professional goals, and are willing to assist every step of the way, from initial contact to job placement.

The Admissions process can be both exciting and challenging. It may help to recognize that this process is only the beginning. Portfolios, interviews, transcripts, and letters of recommendation help the Admissions Staff make an informed decision about an applicant's prospects as a student at NESAD. None of these components, however, can predict or measure the level of motivation appropriate to the challenges of either an art school or a career in design. Only you will determine that outcome.

### Information and Visits

Students, parents, and others interested in design education are encouraged to visit NESAD. Visits can be arranged on weekdays throughout the year, though we recommend visiting when school is in session (September to May. Please consult the calendar on page 27 for dates of school holidays and vacations.). Tours and information sessions are conducted by the Admissions Staff and students, but arrangements can be made for prospective applicants to speak with faculty members or to sit in on classes as well. Students who wish to visit the School or have an interview or tour should call the Admissions Office in advance at (617) 536-0383.

### Application to Diploma/Special Student Programs

All applicants to The New England School of Art & Design must be high school graduates or holders of a GED (General Education Development Certificate). Exceptions to this rule may be made in unusual circumstances at the discretion of the Admissions Committee. Such applicants may only be admitted as Special Students; however they may apply at a later date for recognition as Diploma Candidates, provided they have since earned a high school diploma or its equivalent.

Applicants for January admission must meet any prerequisite requirements in effect, as Spring semester enrollment in some courses presumes the successful completion of a Fall semester course. Please consult the course descriptions for your particular department for prerequisite requirements.

### Application to the Suffolk University/ NESAD BFA Program

Application to the joint Suffolk University (College of Liberal Arts and Sciences) / NESAD Bachelor of Fine Arts Degree Program may be made at the time of initial application to The New England School of Art & Design, by so indicating on the NESAD Day Programs Application Form. Application may also be

made during enrollment at NESAD, or after one has graduated from or otherwise discontinued enrollment at NESAD.

Applicants to the BFA Program must satisfy the Admissions requirements of both NESAD and Suffolk University and decisions on acceptance will be made by a joint committee made up of Admissions Representatives from both institutions. As the institution granting the degree, however, Suffolk University has ultimate control over the admission of students to the program and their continuation in it. Admission to the joint program will require: 1) joint action of both schools prior to enrollment in either; or 2) action of one school for students enrolled in the other. Acceptance to one program in no way implies or guarantees acceptance to the other. Students who enter NESAD as Diploma Candidates will be required to complete at least one year (30 credits) at NESAD before becoming eligible for admission to the BFA Program.

Students with previous college-level background who wish to apply to the BFA Program as transfer students will have previously earned liberal arts and art history credits evaluated by Suffolk University, while NESAD will be responsible for evaluating studio art credits.

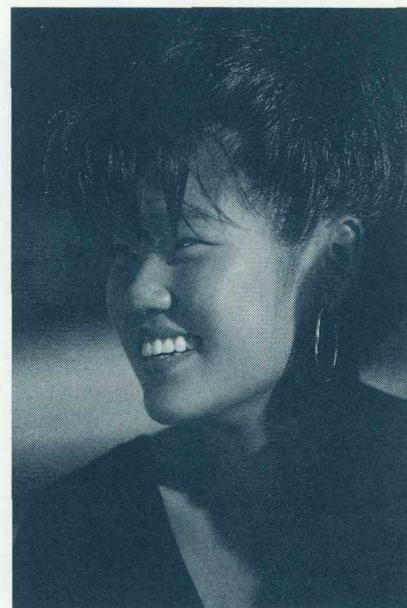
Former students and/or graduates of NESAD are also welcome to apply to the BFA Program. NESAD graduates should apply directly to the Admissions Office at Suffolk University, having first requested a transcript of course work completed at NESAD. Studio course work completed at NESAD within the previous eight years may be applied toward the requirements for the BFA Degree. However, all BFA candidates will be required to satisfy Suffolk's art history requirements. Studio coursework completed more than eight years ago will be applicable to program requirements only at the discretion of NESAD's Committee on Academic Standing, based on departmental review and evaluation. The application of previously earned credits to requirements of the BFA Program is not automatic and decisions on transferability and acceptability will ultimately rest with the joint Admissions Committee.

Students who have completed course work at NESAD but did not graduate should apply for the BFA Program by submitting a Day Programs Application Form to the NESAD Admissions Office. Acceptance into the BFA Program, and the transferability of previously earned credits, will likewise be determined by the joint Admissions Committee.

Diploma Candidates at NESAD who are interested in taking courses at Suffolk as non-degree students may do so, with the approval of Suffolk's Admissions Office, provided they have met any prerequisite requirements. Anyone interested in the Suffolk/ NESAD BFA Program should consult the Suffolk University Bulletin, a copy of which may be obtained by writing: Office of Undergraduate Admissions, Suffolk University, 8 Ashburton Place, Boston, Massachusetts 02108, or by calling (617) 573-8460. Admissions representatives at either institution will be happy to provide additional information.

### Transfer Students

NESAD welcomes applications from students with previous college-level or work experience. It is the responsibility of the Admissions Committee and the appropriate department chair to determine the transferability of credit(s) earned at other colleges or universities, or to evaluate life or work experience in lieu of formal course work. The applicant should remember that the more complete a picture of past experience that he or she can present for evaluation, the more apt the Committee will be to grant transfer credit. Transfer students may enter NESAD at the start of either semester, based on prerequisite background.



### International Students

Qualified international students with demonstrated artistic background and adequate English language skills are welcome to apply to NESAD. The School is authorized by the Immigration and Naturalization Service to issue a certificate of Eligibility for Non-Immigrant (M-1) Student Status (Form I-20 M-N) to eligible students who have been accepted as full-time Diploma or BFA Candidates and who have paid the Advanced Tuition Deposit and signed the Enrollment Contract. In addition to normal admissions requirements, international applicants must supply the following:

1. For those applicants whose native language is not English, the results of the Test of English as a Foreign Language (TOEFL), with a minimum score of 500. Such applicants should arrange to take the test early as no acceptance can be issued until the School has received the test results.

2. A statement of financial resources indicating available funds sufficient to cover school expenditures, including tuition and fees, art supplies, and living expenses. International students should be aware that financial aid is generally not available to them and therefore they must be prepared to pay all school expenses personally. International students are not permitted to accept outside employment without permission from the Immigration and Naturalization Service.

International students should also be aware that the program for which they are accepted must be completed in the normal time frame (3 or 4 years for Diploma Programs, 4 years for BFA Programs), as it is extremely difficult to secure permission from the INS to extend the time period initially granted for study.

### Readmission

Day Program students who wish to resume study at NESAD after a period of non-enrollment must complete a Re-Application Form and pay a \$10.00 Re-Application Fee. Credits earned at NESAD will ordinarily be recognized for a period of 8 years; credits earned before that shall be applicable to program requirements at the discretion of the Committee on Academic Standing. In either case the Admissions Committee reserves the right to require portfolio evidence of any student seeking readmission and all decisions regarding readmission will be made by the Admissions Committee. Students who are readmitted to NESAD will be responsible for any new studio or academic requirements in effect at the time of return.

### Special Needs Students

Applicants with special needs regarding access to the School's premises or programs are advised to discuss those specific requirements with the Director of Admissions prior to application.



# Admissions Procedures

## Admissions Requirements: Day Programs

All applicants for Day Programs at The New England School of Art & Design shall submit the following for consideration by the Admissions Committee:

1. A Day Programs Application Form, together with a non-refundable \$25.00 Application Fee. Applicants to the Diploma or Special Student Programs should complete the white portions of the Application Form; applicants to the Suffolk University/NESAD BFA Degree Program must complete both the white and grey portions.
2. Official transcripts of grades from high school as well as any colleges attended. Transcripts should be sent directly to the Admissions Office from each school or college. Results of the high school equivalency test (GED) may be substituted where applicable. International students must submit certified translations of transcripts along with the originals.
3. Two letters of recommendation, preferably from either former or current teachers, employers, or others familiar with the applicant's background, performance, and interests. International students must submit translations along with original letters. Day Program applicants who have previously been enrolled in an Adjunct Program course should request one of their letters of recommendation from the Adjunct Program instructor under whom they studied.
4. Applicants to the BFA Program must also submit official SAT scores. Diploma and Special applicants need not submit SAT scores, but may do so if they wish.
5. Informational interview. An informational interview is strongly recommended because it affords both the applicant and the Admissions Committee the opportunity to learn more

## Summary of Admissions Requirements

	Application Form	\$25.00 Application Fee	Official High School and/or College Transcripts or Official GED Test Results	Letters of Recommendation	Portfolio	BFA Essay	SAT Scores	TOEFL Scores	Statement of Financial Resources	Personal Interview (strongly recommended)
Diploma Candidates Graphic Design/Fine Arts	●	●	●	●	●					●
Diploma Candidates Interior Design	●	●	●	●	★					●
BFA Candidates Graphic Design/Fine Arts	●	●	●	●	●	●	●			●
BFA Candidates Interior Design	●	●	●	●	★	●	●			●
Part-Time Special Students	●	●	●	●	★★					●
International Students	●	●	●	●	★	(BFA only)	●	●		
Adjunct Program	●				★★★					
★ Interior Design applicants must submit either a portfolio or an essay outlining their interest in interior design. Please see Admissions Procedures for details.										
★★ Special Students applying for academic, rather than studio courses, need not submit a portfolio.										
★★★ A portfolio is not required unless specifically requested in the course description.										
Please see Admissions Policies and Admissions Procedures for additional information on the above.										

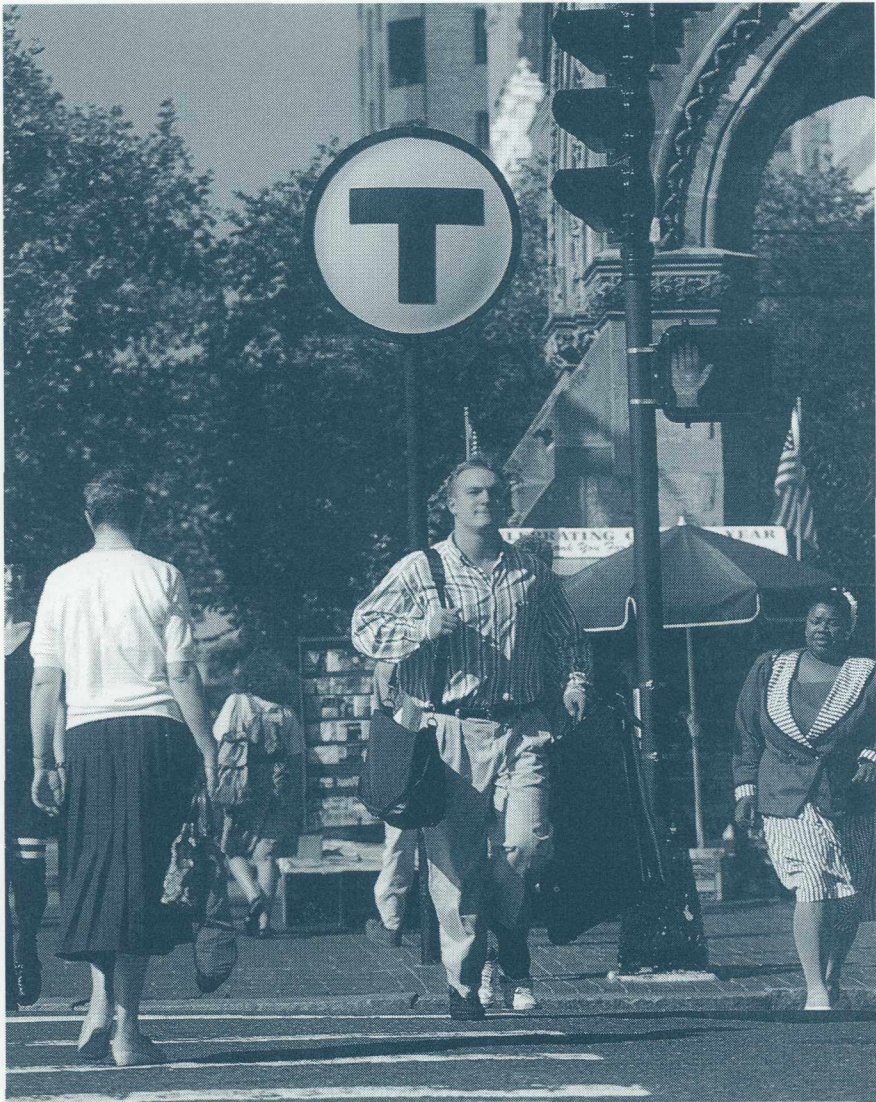
about each other. Applicants who live a considerable distance from Boston are not required to come for an interview and may, if they wish, substitute a telephone interview. While most interviews are conducted by the Director of Admissions, any applicant who wishes to speak with the Chair of his or her intended Major Department as well is welcome to request that the Chair be included in the interview.

6. A portfolio. A portfolio is a collection of work that communicates the range of your talents and experience. It should represent your personality and motivation, as well as your present skill level. Remember that your portfolio is only part of the admissions process, not the sole factor determining your acceptability.

Applicants to the Departments of Graphic Design and Fine Arts are required to submit a portfolio, either by mail in advance of the interview or at the time of the interview. We would prefer that the portfolio be submitted in the form of slides, though original work is acceptable. Portfolios will be returned by mail only when postage is provided. The School accepts no responsibility for portfolios that are damaged in transit.

Applicants to the Interior Design Program are not required to submit a portfolio, but are encouraged to do so if they wish. Applicants who choose not to present a portfolio will be required instead to submit a 500- to 1,000-word essay outlining their interest in a career in interior design. The essay must be submitted with the Application Form and the applicant must indicate on the Form that he or she is submitting the essay in place of a portfolio.

A freshman portfolio should consist of 12 to 20 pieces of original work. Applicants are encouraged to include work relating to their intended major. Both finished works and works in progress may be included and a sketchbook of unfinished ideas is desirable. There are no specific requirements concerning subject matter; you should, however, focus on observed situations such as still lifes, landscapes, and the human figure. Use of color, space, form, and perspective will be evaluated. Interior Design Majors may include such items as photographs of interiors, mechanical drafting, and craft work, along with freehand drawings, paintings, sculpture, etc. Matting is not required and framed or glassed pieces are discouraged.





The portfolio may be sent before the interview, preferably in slide form, or presented at the time of the interview. The Admissions Office reserves the right to temporarily retain an applicant's portfolio should further evaluation be necessary.

Transfer applicants must be prepared to show a chronological selection of work from courses completed at other institutions in order for transfer credit to be granted. Free-lance assignments may be included for consideration as well. Transfer applicants are encouraged to show a more extensive, rather than a heavily edited, selection of work, in order that the Admissions Committee can make a determination as to course equivalency.

Part-Time Special Students who intend to enroll in studio courses should submit a portfolio of work relevant to the courses for which application is being made. In the case of Interior Design applicants, the essay, as described above, may be substituted. Special Students applying for academic courses such as art history need not submit a portfolio.

Those with little or no formal art training should not be intimidated by the portfolio requirement. Rather they should realize that art requires knowledge, skill, and insight - all capabilities which can be taught and learned. We sometimes suggest that those with little previous background consider enrolling in one or two Adjunct Program courses, many of which have no portfolio prerequisite. This will allow the development of a portfolio as well as an opportunity to experience the art school situation. One might also consider one of the excellent drawing books available through local libraries or bookstores as a means of exposure to some of the principles involved. Finally, talk with a member of our Admissions Staff. You may be underestimating your abilities or background.

## Adjunct Programs

Adjunct Program admissions requirements vary considerably from those of the Day Programs. In brief, all Adjunct applicants must submit an Adjunct Program Application Form (included in the Evening and Summer Division catalogues) for each semester of enrollment. There is no application fee. While most Evening and Summer Division courses have no portfolio requirements, several do, so the applicant must make provision to have work reviewed at the time of the interview. Students interested in Adjunct Program courses should consult the Adjunct Program Catalogue, available in April, August, and December of each year.

## The Admissions Process

The New England School of Art & Design utilizes a rolling admissions system, meaning that applications will be accepted as long as there is space in an entering class. Early application is advisable, however, particularly for those students who intend to apply for financial aid. No decisions can be made regarding acceptance or rejection of an application, however, until all admissions procedures have been completed.

## Acceptance

Day Program applicants will receive written notification of acceptance or rejection within 30 days of completion of all admissions procedures, including submission of the Application Form and Fee, supporting documentation (transcripts, letters of recommendation, etc.), the portfolio (where required), and the personal interview. Exceptions can be made only in the case of serious extenuating circumstances at the discretion of the Director of Admissions. Applicants who fail to complete the admissions process within 120 days of submitting the Application Form will be considered to have cancelled their application.

## Enrollment

Applicants who have been accepted into The New England School of Art & Design will receive, along with a notifying letter, an Enrollment Contract appropriate to the program for which they have been accepted, and a Student Certification Form. Accepted students have 30 days in which to return the signed Enrollment Contract (both copies) and the completed Student Certification Form to the School, along with an Advanced Tuition Deposit of \$100.00. Enrollment will be guaranteed only upon receipt of all three items. Should a student require additional time in which to make a decision regarding enrollment, he or she should contact the Director of Admissions to request an extension. Adjunct Program students are not required to pay an Advanced Tuition Deposit but must return a signed Enrollment Contract.



## Registration

Day Program students may register for courses in July/August and December for the Fall and Spring semesters respectively by submitting a Day Programs Registration Form, a \$25.00 Registration Fee, and a class schedule. No Day Program student will be permitted to register, however, until the Advanced Tuition Deposit has been paid and the Enrollment Contract and Student Certification Form signed. Adjunct Program students may register for courses at any time following acceptance by submitting a signed Enrollment Contract together with a \$25.00 Registration Fee.



# Academic Requirements and Policies

## Student Responsibility

Students are responsible for their own progress through the School and will be held responsible for completing course, departmental, and School requirements. In addition, all students are responsible for knowing and adhering to currently published requirements, regulations, and policies. Faculty members, Department Chairs, and members of the Administration will be happy to provide information and counsel regarding a student's progress and/or status upon request.

## Good Standing

In order to be considered in Good Standing students must maintain a semester grade point average of at least 1.7 and a cumulative grade point average of at least the following:

### First-Year Students: 1.7

(Students who have earned 0.0 to 23.5 credits)

### Second-Year Students: 2.0

(Students who have earned 24.0 to 50.5 credits)

### Third-Year Students: 2.0

(Students who have earned 51.0 to 82.5 credits)

### Fourth-Year Students: 2.0

(Students who have earned 83.0 or more credits. Applies to Interior Design students only.)

Students placed on Probation for two consecutive semesters may not be considered in Good Standing until such time as they complete at least 6.0 credits beyond the date of the second semester of Probation with a grade point average of at least 2.3 for those credits. Dismissed students may not be considered in Good Standing until such time as they have successfully petitioned the Committee on Academic Standing for Reinstatement.

## Satisfactory Progress Standards

In order to be considered to be making Satisfactory Progress, students must adhere to the following standards:

Student Status	In Good Standing	Minimum credits to be earned per semester	Maximum Number of semesters in which to complete program
Full-Time (12 or more credits)	yes	12.0	7 (10 for Interior Design)
Three-Quarter Time (9.0 to 11.5 credits)	yes	8.0	10 (15 for Interior Design)
Half-Time (6.0 to 8.5 credits)	yes	6.0	14 (16 for Interior Design)
Less than Half-Time Status (fewer than 6.0 credits)		Not eligible for Satisfactory Progress	

*Students should be aware that failure to maintain Satisfactory Progress will result in loss of financial aid for the following semester. Students will likewise remain ineligible for financial aid until Satisfactory Progress standards have again been attained.*

Fourth-year Interior Design students taking the required liberal arts component of their program while enrolled predominantly at another institution must satisfy the conditions of Good Standing and Satisfactory Progress of that institution.

## Attendance

Attendance will be taken in each class and records monitored closely, as attendance will be considered a factor in determining final grades. Students with three or more absences from any one course in a given semester may be placed on Probation and students missing 5 or more classes in any course in a given semester will automatically be considered to have failed that course. An instructor who considers this policy overly lenient may apply more stringent requirements, provided he or she has notified the Administration and the students in advance. As all absences count toward the total, students are advised to reserve allowable absences in case of illness, religious holidays, inclement weather, or other unforeseen circumstances. Where scheduling permits, students may, with the permission of the instructor concerned, make up missed classes by attending other sections of the same course. Students arriving one-half hour after the scheduled beginning of a class will be marked absent. Auditing of classes is not permitted.

## Probation

Students may be placed on Probation for failing to remain in Good Standing, for failure to maintain Satisfactory Progress, for receiving a grade of F in any course, for receiving a grade below C in any departmentally required course, for having a semester grade point average below 2.0, for having three or more absences from any course in a single semester, or for overall poor performance which is judged to place the student in academic danger. Students

placed on Probation will be required to maintain a perfect record of attendance and are liable to Academic Dismissal should they fail to observe this provision. When imposed during a semester the Probationary period will include the remainder of the semester and when imposed following the end of a semester will include the following semester.

## Dismissal

**Academic:** A student may be dismissed for failure to remain in Good Standing, for failure to maintain Satisfactory Progress, for two consecutive semesters of Probation, for three semesters of Probation in any sequence, or for failure to observe the provisions of Probation. Dismissed students may be permitted to continue as Special or Adjunct students, but not as Diploma Candidates, and credit earned after the date of dismissal may not be applied toward Requirements for Graduation until such time as the dismissed student has successfully petitioned the Committee on Academic Standing for Reinstatement. A petition for Reinstatement may not be submitted for at least one full semester following the date of Dismissal, or, if permission is granted to continue as a Special or Adjunct student, until such time as the dismissed student has completed at least 6 credits with a grade point average of at least 2.3 for those credits. All decisions regarding Dismissal and Reinstatement are subject to majority vote of the Committee on Academic Standing and the decision of the Committee, after hearing all parties concerned, will be final.

**Disciplinary:** Stealing, cheating, and plagiarism will be considered grounds for dismissal. In addition, the School reserves the right to dismiss any student whose behavior is disruptive to the School community, or who fails to meet his or her financial obligations to the School in a timely manner. BFA Candidates dismissed by either The New England School of Art & Design or Suffolk University for academic or disciplinary cause may or may not be permitted to continue at the other institution, at the discretion of that institution's Committee on Academic Standing.

## Committee on Academic Standing

It is the responsibility of the Committee on Academic Standing to administer, interpret, and apply academic policies and requirements and, as such, the Committee is the final authority on all matters of academic policy. No alterations, substitutions, or exceptions may be made to current policies or requirements without the expressed consent of the Committee. The Committee on Academic Standing is comprised of all Department Chairs, the President, the Registrar, the Director of Admissions, the Financial Aid Officer, and an elected full-time senior student.

## Student Work

The School reserves the right to retain student work temporarily for exhibition or reproduction, as well as to photograph students and their work for catalogue or promotional purposes.





## Incompletes

A student may be eligible for a grade of Incomplete (I) in any course in which he or she failed to complete required assignments due to serious extenuating circumstances such as illness or emergencies. In such cases an extension of up to 30 days from the end of the semester may be granted, after which period a final grade will be issued. Failure

to complete required assignments within the 30 day period may result in a grade of F (Failing) being given. Any student desiring an Incomplete must have met minimum attendance requirements for the course in question and must have a completed "Request for Incomplete Grade Form" on file, signed by the course instructor, the department chair, and the Administration, prior to the end of the semester.

## Course Credits

Courses offered by The New England School of Art & Design fall into two categories: studio and academic. In the case of studio courses, a credit is defined as a total of 30 clock hours of class time or two class hours per week for a Day Program semester (15 weeks). Most studio courses earn 3 credits, which means that they meet for 6 class hours per week, usually in two 3-hour sessions. In addition to class hours, most studio courses require an estimated one hour per week per credit of outside preparation or practice time.

Academic courses are indicated by the letter "A" following the course code. In the case of academic courses, a credit is defined as a total of 15 clock hours of class time, or one class hour per week for a Day Program semester. A typical academic course will also involve an estimated minimum of 2 hours per week per credit of outside preparation and research.

In the case of internships, one internship credit represents 45 hours of work/class time per semester, or three hours per week for a Day Program semester (15 weeks).

To be considered full-time, a student must be registered for a minimum of 12 credits per semester. Any student registered for fewer than 12 credits per semester is considered part-time.

## Credit Earned/Grade Points/ Grade Point Average

Credit earned upon completion of a course is equivalent to course credit when any of the following letter grades are issued: A, B, C, D, P. No credit is earned for courses in which a grade of F, W, WF, or I is received. Major Department required courses in which a grade below C was received may be repeated once for credit. No other courses may be repeated for credit.

Grade points are determined by multiplying course credits by the numerical value of the grade issued. Grades of P or W have no numerical value and so are not included in calculations.

Semester and cumulative grade point averages are determined by dividing total grade points for the semester (or to date) by total course credits for the semester (or to date). Students with outstanding Incomplete grades will have grade point averages recalculated upon receipt of the final grade for the course in question.

## Dean's List

Students with a semester grade point average of 3.3 or higher, who have earned no grade below C, will be placed on the Dean's List at the end of the semester. To be eligible students must also be full-time and making Satisfactory Progress.

## Transcripts

Graduates, current and former students may receive transcripts of grades for courses taken at The New England School of Art & Design by making such requests in writing to the School. Such requests must be accompanied by a check or money order for \$3.00 per transcript and should include Social Security number, dates of attendance, name under which enrolled, and the address(es) to which the transcript(s) are to be sent.

# Grades/Credits

## Grades

Students will be graded in each course according to the following standard:

- A (Outstanding) = 4.0
- B (Good) = 3.0
- C (Average) = 2.0
- D (Poor) = 1.0
- F (Failing) = 0.0
- P = Passing
- W = Withdrew
- WF (Withdrew Failing) = 0.0
- I = Incomplete

A "+" notation will add 0.3 to the numerical value of a letter grade and a "-" notation will similarly subtract 0.3.

## Passing

A grade of P (Passing) may be issued for seminars, research tutorials, or internships. Courses in which a grade of P is received earn credit, but do not impact grade point averages as a grade of P has no corresponding numerical value.

## Withdrawals

A student may withdraw from any course at any time during the semester, but must inform the Registrar's office of withdrawal in writing. Withdrawal will in all cases be dated from the last date of actual attendance. If withdrawal occurs during the first 50% of the semester, a grade of W will be issued for the course or courses concerned. A grade of W is non-punitive and will not affect a student's grade point average. After the half-way point of the semester, withdrawal will result in a grade of W or WF (Withdrew Failing), depending on the student's status in the course at the time of withdrawal. WF is a punitive grade with a numerical value of 0.0 and will negatively affect the student's credit total and grade point calculation.



# Requirements for Graduation

## Diploma Candidates

All candidates for the Diploma in Graphic Design, Interior Design, or Fine Arts must fulfill the following requirements in order for the Diploma to be conferred:

1. Students in the Graphic Design and Fine Arts Programs must have earned a minimum of 78 credits, and students in the Interior Design Program a minimum of 120 credits in order to earn a Diploma from The New England School of Art & Design.
2. Students must have earned a minimum of 25 of those credits in an approved Major Program at NESAD and must have satisfied all course requirements of that Major, including participation in departmental portfolio reviews. Substitutions for departmentally required courses may be made only with the prior written approval of the appropriate Major Department Chair and, if deemed necessary, the Committee on Academic Standing.
3. Students must have earned a minimum cumulative grade point average of at least 2.0. Senior-level students (students who have earned 51 or more credits) must have earned a third-year (non-cumulative) grade point average of at least 2.3, and must have earned a grade of C (2.0) or better in all senior-level courses required by their Major Department. (Candidates for the Diploma in Interior Design should consider “third year” and “senior-level” as referring to third year Interior Design Department coursework at NESAD, not liberal arts coursework being completed at another institution.) Please see individual departments for details regarding departmental requirements.
4. Diploma Candidates must earn credits according to the schedule at the right.
5. Eight years is the normal limit for completion of a Diploma Program and credits earned before that shall be applicable to program requirements only at the discretion of the Committee on Academic Standing, based on departmental review and evaluation.

## BFA Candidates

The Bachelor of Fine Arts Degree Program comes under the jurisdiction of the College of Liberal Arts and Sciences (CLAS) at Suffolk University and it is Suffolk which awards the degree. All BFA candidates must satisfy NESAD Diploma Program Requirements for Graduation (see right), as well as the Requirements for Graduation of Suffolk’s College of Liberal Arts and Sciences, since those earning the BFA from Suffolk will also earn a Diploma from The New England School of Art & Design. Please consult the Suffolk University catalogue for details.

BFA candidates will earn credits according to the schedule at the right.

## Diploma Requirements

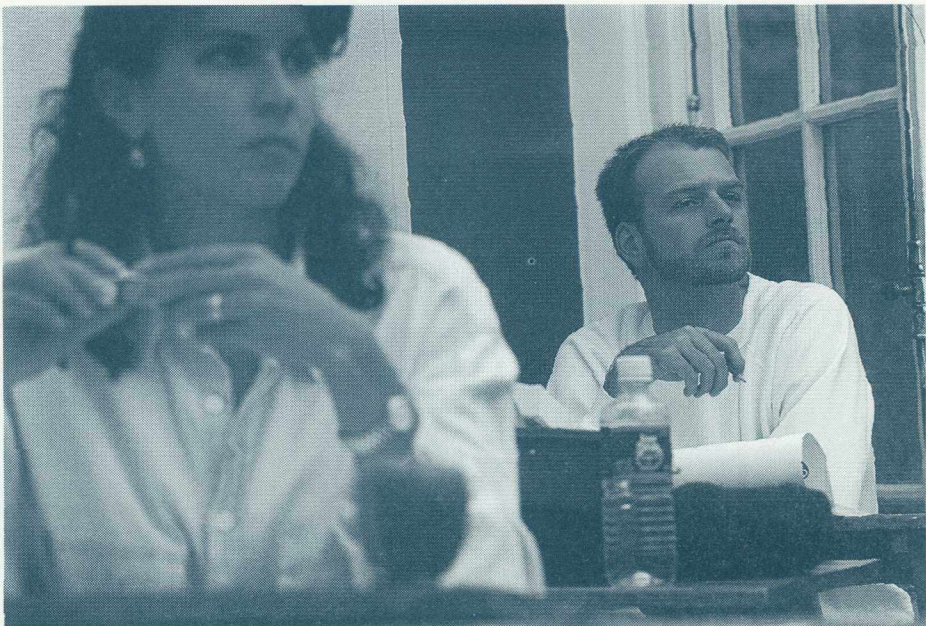
	Studio & Related	Art History	Liberal Arts	Total
Graphic Design	69	9	0	78
Interior Design	75	15	30★	120
Fine Arts	69	9	0	78

★ NESAD does not itself offer liberal arts course work within its Interior Design curriculum. Students with prior college-level background may petition to transfer credits from schools previously attended or may complete the liberal arts requirement at any regionally accredited college or university during or after their time at NESAD.

## BFA Requirements

	NESAD		Suffolk		Total★
	Studio & Related	Art History	Art History	Academic	
Graphic Design	69	0-6	9-15	38	122
Interior Design	69	6-12	3-9	38	122
Fine Arts	69	0-6	9-15	38	122

★ Of the total credits required for graduation, a minimum of 30 must be earned at Suffolk University and a minimum of 25 credits at NESAD.





# Financial Information

## Tuition and Fees 1994-95

### Full-Time Day Programs

per semester

<b>Tuition</b>	<b>\$4560.00</b>
<b>General Fee</b>	<b>360.00</b>
<b>Registration Fee</b>	<b>25.00</b>
<b>Total</b>	<b>\$4945.00</b>

Tuition and fees for a school year (2 semesters) will be twice the semester amount or \$9890.00.

### Part-Time Day Programs

Tuition per credit:

<b>Studio Courses</b>	<b>\$440.00</b>
<b>Academic Courses</b>	<b>330.00</b>
<b>Registration Fee</b>	<b>25.00</b>

Total tuition per semester will depend on the course or courses for which the student is enrolled and may be determined by multiplying the above tuition charges by course credits. Part-time students will not receive a bill for tuition until after they have submitted a schedule of courses for the upcoming semester.

### Adjunct Programs

Adjunct Program course charges are outlined in the Evening and Summer Division catalogues.

### Application Fees

Day Programs	\$25.00
Adjunct Programs	0.00
Re-Application	\$10.00

## Penalty Charges

### Late Payment Charge

Full-Time Day Students	\$75.00
Part-Time Day Students	35.00
Adjunct Students	35.00

An additional Late Payment Charge will be assessed every 30 days against any student account not paid in full within 30 days of the Payment Deadline. The Payment Deadline for the Fall 1994 semester is August 11, 1994 and for the Spring 1995 semester is December 15, 1994.

### Charge for Redeposit of Checks

\$20.00

Tuition and fees are subject to change with 30 days prior notice; however, tuition and fees will not be changed during the course of a semester.

## Estimated Student Expenses

### Full-Time Day Programs

per semester

Art Supplies*	\$720.00
Books	100.00
Total	\$820.00

\*Students enrolled in the Foundation Program should, in general, allow approximately 25% more than this amount for art supplies, as they will in their first year be expected to make a number of one-time purchases of art supplies.

### Part-Time Day Programs

per semester

Art Supplies per Course	\$120.00
Books per Course	40.00
Total per Course	\$160.00

The above expenses are not included in tuition and fees and are only estimates, which may vary widely. Exact amounts will depend on the program in which the student is enrolled, and the use and maintenance of art supplies and books.

## Terms and Conditions

### Enrollment Contract

All students will receive an Enrollment Contract, specifying the terms and conditions of their enrollment at NESAD, prior to paying any tuition. Full-time students will receive an Enrollment Contract for each school year of enrollment, part-time and Adjunct students for each semester.

### Acceptance/ Enrollment

All students who have been accepted for enrollment by NESAD must return to the School a signed Enrollment Contract, along with an Advanced Tuition Deposit of \$100, prior to matriculation (attendance at any class or classes). (If the student is under the legal age of 18, the Enrollment Contract must also be signed by the student's parent or legal

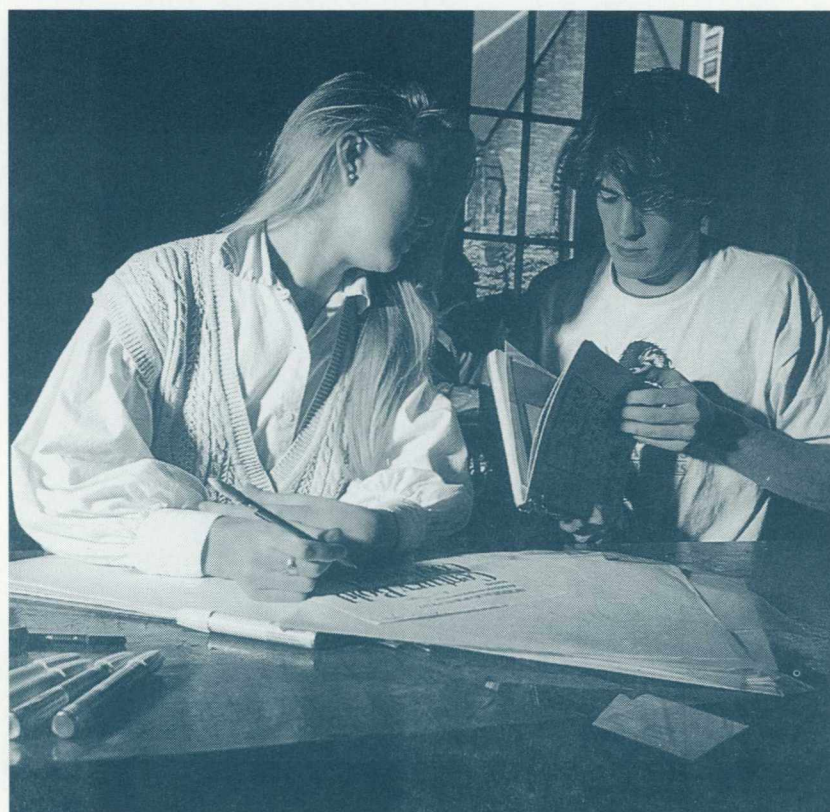
guardian.) Return of the signed Enrollment Contract and Advanced Tuition Deposit signifies acceptance of the School's offer of enrollment. The \$100 deposit will subsequently be credited to the student's first semester tuition bill. Newly-accepted Day Program students are required to pay the Advanced Tuition Deposit within 30 days of acceptance in order to guarantee a place in the entering class. Currently enrolled students likewise pay an Advanced Tuition Deposit but must do so within 15 days of the end of the current school year in order to guarantee their re-enrollment the following year. Adjunct Program students are not required to pay the Advanced Tuition Deposit.

### General Fee

The General Fee is required of full-time students only and is charged in lieu of separate lab, library, and equipment fees. It is intended to cover School expenditures for materials, services, and equipment directly related to School programs and courses. Items covered by the General Fee include: fees for models, lockers, diplomas, graduation, guest lecturers, portfolio reviews, Museum of Fine Arts passes (for full-time students); library acquisitions and subscriptions; the maintenance, repair, and replacement of blueprint, audio-visual, and photography equipment; chemicals for blueprinting, photography, and silkscreen; the maintenance, repair, and replacement of computer systems. The General Fee does not cover art supplies and books required for course assignments. The General Fee will appear on each full-time student's bill, along with charges for tuition, and is payable according to the same schedule.

### Payment of Student Bills

Tuition and fees are charged on a semester basis and must be paid on or before the Payment Deadline of the semester in question. The Payment Deadline is noted on each student invoice and payments made after that date will be subject to a Late Payment Charge (see Penalty Charges). Acceptable forms of payment include check, money order, Visa, MasterCard, or Discover Card (with written authorization of the cardholder).





## Concurrent Enrollment at NESAD and Suffolk University

Diploma and BFA candidates enrolled simultaneously at NESAD and Suffolk University, both full- and part-time, will be subject to the financial regulations of the institution in which they are enrolled for the majority of credits in a given semester, known as that student's "Institution of Enrollment". Applicable tuition and fees will be paid to the Institution of Enrollment and students will adhere to that school's regulations regarding payment deadlines, etc. Should a student be enrolled for an equal number of credits at each school, he or she will be considered to be enrolled in the institution of last previous enrollment. In the case of cancellation or withdrawal, any applicable refunds will also be made by the Institution of Enrollment, according to that institution's policies. Students receiving financial aid will likewise have that aid administered by their Institution of Enrollment. Please consult the Suffolk University Bulletin for details regarding Suffolk's tuition and fee charges, refund policy, etc.

## Cancellation

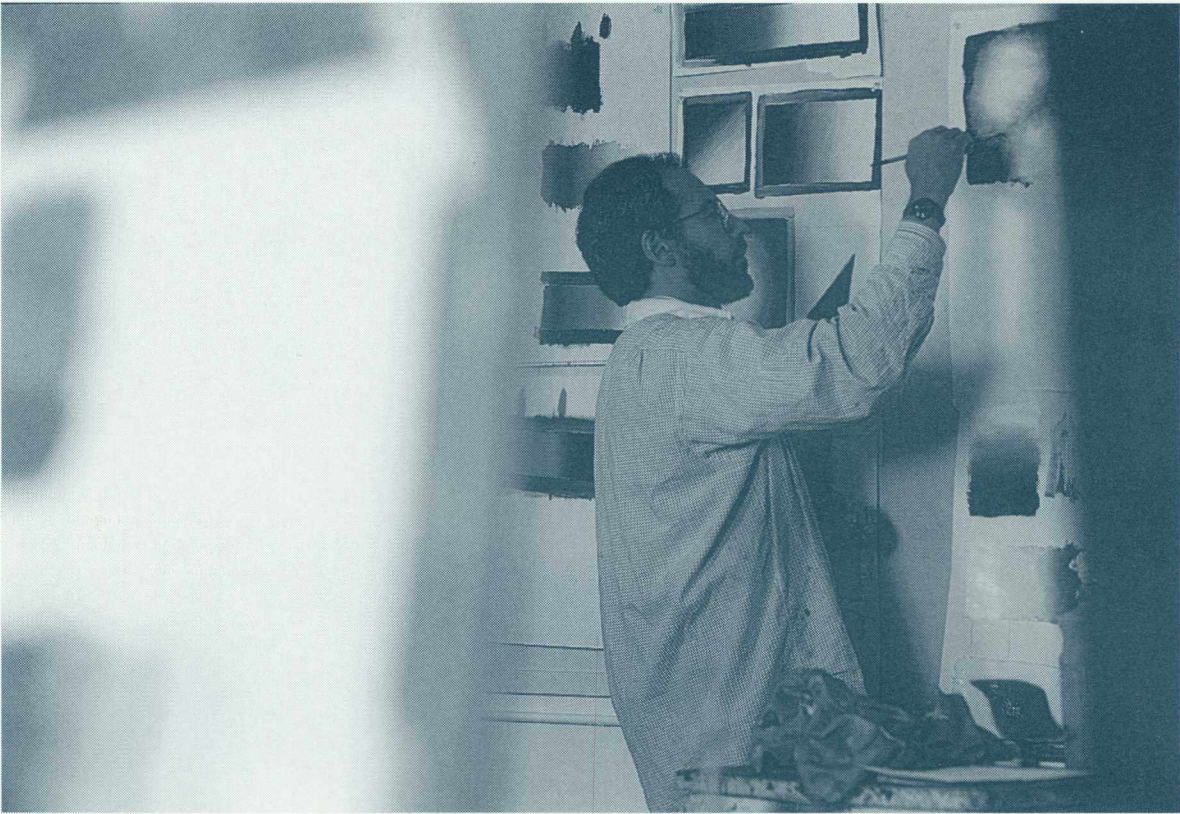
Students may cancel their application, registration, or enrollment at any time prior to matriculation. Students wishing to cancel should notify the Registrar's Office in writing, preferably by Certified Mail or hand-delivery. Cancellation will be dated on the day such notification is received. Students who fail to attend any classes within the first 15 days of the start of the semester will be assumed to have cancelled as of the day immediately preceding the beginning date of the semester.

## Withdrawal

Students may withdraw from any program or course at any time following matriculation. Students wishing to withdraw should inform the Registrar's Office in writing, by Certified Mail or hand-delivery. The last day of actual attendance by the student, as determined from attendance records, will be considered the date of withdrawal. Any student failing to attend classes for 15 consecutive school days during a semester will be considered to have withdrawn, as of the last day of actual attendance.

## Day Program Refunds

Day Program students cancelling or withdrawing will receive applicable refunds of tuition and fees according to the schedule below. Any monies due the student will be refunded within 60 days of cancellation or failure to appear for the start of the semester. Withdrawing students will receive refunds within 60 days of the last date of actual attendance. Information on Adjunct Program refunds is contained in the Evening and Summer Division catalogues.



**Application Fee:** The Application Fee will be refunded only if cancellation occurs within 3 days of receipt of the signed Application Form and Application Fee by the School. After 3 days or following matriculation, it is not refundable.

**Registration Fee:** The Day Program Registration Fee is refundable at any time prior to matriculation. Following matriculation it is not refundable.

**General Fee:** The General Fee is refundable according to the schedule specified below for tuition.

**Advanced Tuition Deposit:** The Advanced Tuition Deposit is refundable according to the schedule specified below for tuition. Payment of the Advanced Tuition Deposit constitutes a tuition payment.

**Special Cases:** If cancellation or withdrawal occurs within 3 days of a student's initial visit to, or interview at, the School, all monies paid by the student will be refunded.

## Tuition:

1. If cancellation occurs within 3 days of signing the Enrollment Agreement and/or making an initial tuition payment, but prior to matriculation, all tuition monies paid will be refunded.
2. If cancellation occurs more than 3 days after signing the enrollment contract and making an initial tuition payment, but prior to matriculation, the School will retain 5% of the semester tuition or \$100.00, whichever is less.
3. If withdrawal occurs during the first week of classes, the School will refund 93% of the semester tuition.

4. If withdrawal occurs after the first week of classes, but within the first 25% of the semester, the School will refund 60% of the semester tuition.

5. If withdrawal occurs after 25%, but within the first 50% of the semester, the School will refund 35% of the semester tuition.

6. If withdrawal occurs after 50% of the semester, there will be no refunds.

The above-stated policy does not apply to first-time students (i.e. those who have never previously attended The New England School of Art & Design). First-time students will instead receive refunds according to a pro-rata policy, as defined by the U.S. Department of Education.

## Adjunct Program Refunds:

The Adjunct Program refund policy is outlined in the Evening and Summer Division catalogues.

## Student Responsibility

Students are responsible for the full and prompt payment of all tuition, fees, and charges applicable to their enrollment at The New England School of Art & Design. Any student whose account is delinquent is subject to dismissal from the School. No current semester grades, no diploma, transcript, or letter of recommendation may be issued until such time as all debts have been discharged, and no student with outstanding debts will be permitted to register for the following semester.



# Financial Aid Information

## Introduction

Many students at The New England School of Art & Design receive one or more forms of financial aid - grants, scholarships, or student loans - and in general we would encourage all persons who feel they have a legitimate financial need to apply for aid. Applying for financial aid in no way affects decisions made by the Admissions Committee regarding the acceptability of an applicant.

While financial aid can be of help in meeting school expenses, it is not intended to, and rarely does, pay all expenses associated with a college education. The student and/or his or her family must therefore be prepared to pay a portion of those costs themselves. Applying for financial aid can be a complex, sometimes exasperating, process. While we can sympathize with the frustrations many people feel when confronted with what seems like a maze of regulations associated with the aid application process, we would assure you that help is available. The School's Admissions Office is happy to provide assistance in completing forms and answering questions or providing interpretation of perplexing elements.

The following section is intended to provide only basic information on the financial aid programs in effect at NESAD. We would ask that anyone intending to apply for financial assistance request a NESAD Financial Aid Brochure from the Admissions Office for more detailed information **before beginning the application process.**

## Eligibility

Generally speaking, students applying for financial aid in order to attend The New England School of Art & Design must meet the following eligibility requirements:

- The student must be a U.S. citizen or eligible non-citizen.
- The student must demonstrate Financial Need as determined by Federal and/or State needs analysis procedures.
- The student must be a Diploma or Degree Candidate.
- The student must be enrolled on at least a half-time basis.
- The student must maintain Satisfactory Progress as defined by the School.
- The student must sign a Statement of Registration Compliance indicating that he or she has registered with the Selective Service or is not required to do so.
- The student must not be in default on any Federal loan or grant.
- The student must sign a Statement of Updated Information, certifying that information on the Student Aid Report (SAR) was correct at the time the SAR was submitted to the School.

• The student must also sign an Anti-Drug Abuse Certification Form.

• All students with previous college background are required to submit a Financial Aid Transcript (FAT) for each college attended, whether or not financial aid was received.

You should note that specific criteria for eligibility vary from program to program. Please consult the Financial Aid Brochure for information specific to the program(s) in which you have an interest.

## Financial Aid Programs

**Pell Grants:** The Pell Grant Program is a Federal student aid program which provides financial assistance to eligible students in the form of grants that need not be repaid. Awards for the 1993-94 school year ranged from \$400 to \$2300 and similar amounts are anticipated for 1994-95. Pell Grant recipients must be undergraduate students who have not earned a Bachelor's Degree.

**Stafford Loans:** The Stafford Loan Program provides Federally guaranteed, low-interest loans to eligible students enrolled on at least a half-time basis. First year students may borrow up to \$2625 per school year, second year students up to \$3500, third and fourth year students up to \$5500. Graduate and professional students may borrow up to \$7500 per year. In most cases repayment begins six months after the student has graduated or withdrawn and up to ten years are allowed for repayment.

**Supplemental Loans for Students (SLS):** Under the SLS program graduate and independent undergraduate students may borrow up to \$4000 per year (first and second year students) or \$5000 (third and fourth year students) in addition to any Stafford amounts. SLS applicants are not required to show need, though they must meet normal eligibility requirements. Interest rates for SLS Loans are higher than for Stafford Loans; several repayment options exist.

**PLUS Loans:** The PLUS (Parent Loans for Undergraduate Students) program is similar to the SLS program, except that it is designed for parents of dependent students rather than for the students themselves. PLUS enables parents to borrow up to the cost of attendance minus any other aid received per year for each child. As with the SLS program, interest on PLUS Loans is higher than for Stafford Loans and repayment of interest on the loan begins within 60 days of the original date of the loan. PLUS applicants are likewise required to meet normal eligibility requirements.

**Massachusetts State Scholarships:** The Massachusetts State Scholarship program provides tuition assistance in the form of scholarships (of up to \$2500) to Massachusetts residents enrolled as full-time undergraduate students. (Several other states also have similar scholarship programs for their residents and out-of-state students are advised to contact their state scholarship office for information and application forms.)

**Veterans Benefits:** The New England School of Art & Design is approved for the training of eligible veterans. Since eligibility requirements for veterans differ substantially from the requirements of the other programs described here, veterans planning to use their VA benefits to help finance their education

are advised to contact the nearest Regional Office of the Veterans Administration for information regarding application procedures and requirements.

**Other Sources of Financial Aid:** Applicants for financial aid should be aware that, in addition to the government-sponsored programs described above, there are many private organizations which have programs designed to assist students and parents in financing educational expenses. Such organizations may include associations, clubs, fraternal orders, churches, towns, trusts, and foundations. Students are encouraged to research such possibilities. The Higher Education Information Center located in the Boston Public Library is an excellent source of information concerning financial aid opportunities. The Center can be reached at (617) 536-0200.

## Other Sources of Assistance

**J.W.S. Cox Scholarship Fund:** The J.W.S. Cox Scholarship Fund is administered by the School and consists of scholarships awarded annually to deserving NESAD students with demonstrated financial need. Scholarship recipients and amounts are determined by the Scholarship Committee of the School's Board of Directors and application may be made through the Financial Aid Office in July of each year.

**TERI Tuition Payment Plan:** The TERI (The Education Resources Institute) Tuition Payment Plan was designed to help students and their families pay educational costs by spreading payments over a period of months, rather than requiring that all tuition and fees be paid prior to the start of a semester. After a simple application process, a student may budget any portion of the annual cost of education over a 10-month period, without incurring finance charges or late payment fees (assuming that payments are made according to the schedule initially agreed upon). Additional information may be obtained from TERI, 330 Stuart Street, Boston, MA 02116-5237 (telephone 1-800-225-TERI).

**TERI Supplemental Loan Program:** This is a credit-based loan program for joint Suffolk University/NESAD BFA candidates (Diploma candidates are not eligible for this program). Both full-and part-time students are eligible to apply. Interest rates are low and both fixed and variable rates are available.

**On-Campus Employment:** NESAD is a small school and, as such, offers only limited opportunities for on-campus employment. There are, however, part-time positions available in both the School Store and Library, for which students are paid on a hourly basis. Interested students should contact the Store Manager or Librarian directly.

## Financial Aid Brochure

Before beginning the financial aid application process, students are urged to review carefully the information contained in the School's Financial Aid Brochure, available from the Admissions Office or the Financial Aid Office at NESAD. A copy may be obtained by writing: **The New England School of Art & Design, 28 Newbury Street, Boston, MA 02116 or by telephoning (617) 536-0383.**



# Faculty and Staff

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## Department Chairs

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Foundation

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**IBD, IDEC**  
Interior Design

**Darci D. Mehall**  
Graphic Design

**Audrey Goldstein**  
Fine Arts

**Leslie J. Miller**  
Computer Graphics Coordinator

## Day Program Faculty

**James M. Aromaa**  
*advertising design*  
President, James Aromaa Design  
& Advertising  
BFA Massachusetts College of Art

**Harry Bartnick**  
*color/painting*  
MFA Syracuse University  
BFA Tyler School of Art

**Gabrielle Barzaghi**  
*drawing*  
School of the Museum of Fine Arts

**Meredith A. Robbins Basque**  
*interior design*  
Interior Design Consultant  
BFA Syracuse University

**Larry A. Bearfield**  
*business of art*  
Executive Vice President/Creative  
Director, Emerson, Bearfield &  
Associates Advertising  
Vesper George School of Art

**Charles W. Bradley III**  
*landscape design*  
Project Manager, Fidelity  
Investments  
MS Massachusetts Institute of  
Technology  
MS, BArch, BS Rensselaer  
Polytechnic Institute

**Linda L. Brown**  
*drawing/painting*  
MAE Rhode Island School of Design  
Diploma, School of the Museum of  
Fine Arts

**John T. Burgoyne**  
*illustration*  
Free-lance Illustrator  
BFA Massachusetts College of Art

**Terry A. Cracknell**  
*architectural rendering*  
Terry Cracknell Architect &  
Architectural Delineator  
MArch Harvard University  
BSCE Duke University

**Jennifer E. Davis**  
*advertising design*  
Free-lance Art Director  
BFA Rhode Island School of Design

**Marg Dion**  
*history of furniture*  
Principal, Dion Design Associates  
New England School of Art

**Joe R. Eiler**  
*production/package design*  
Principal, Smith/Eiler Design  
BFA Ohio University

**Robin B. Emerson**  
*business of art*  
President, Emerson, Bearfield &  
Associates Advertising  
BS Skidmore College  
AA Green Mountain College

**Marc S. English**  
*corporate design*  
Design Shaman, Marc English: Design  
BFA, Massachusetts College of Art

**Curtis M. Estes, AIA, ASID,**  
**IBD, IDEC**  
*interior design*  
Architect/Designer  
MArch, University of Virginia  
BFA Rhode Island School of Design

**Jennifer R. Fuchel**  
*computer graphics*  
Computer Graphics Designer/  
Animator  
MFA Boston University  
BA SUNY Binghamton

**John T. Gatie**  
*illustration*  
Principal, John T. Gatie Associates  
Vesper George School of Art

**Charles E. Giuliano**  
*art history*  
MA Boston University  
AB Brandeis University

**Michael P. Goldberg**  
*computer graphics*  
Creative Director, Relational  
Courseware Inc.  
MED Boston University  
BA Boston University

**Audrey Goldstein**  
*drawing/painting*  
BFA Tufts University  
School of the Museum of Fine Arts

**Laura A. Golly**  
*typography/desktop publishing*  
Principal, Laura Golly Graphic Design  
BFA Rhode Island School of Design

**James D. Haberman**  
*photography*  
Free-lance Photographer/Sculptor  
MFA Goddard College  
BA University of Wisconsin

**Jean O. Hammond**  
*typography*  
Principal, Jean Hammond Design  
The New England School of Art &  
Design  
MED Framingham State College  
BS Framingham State College

**Christine S. Hardiman**  
*production*  
Graphic Designer  
The New England School of Art &  
Design

**Marsha Sharpe Hatch**  
*history of graphic design*  
Graphic Designer/Marketing  
Consultant  
Middle Tennessee State University

**Michael Jimerson**  
*graphics/presentation techniques*  
Senior Designer, Griswold, Heckel &  
Kelly Associates Inc.  
MArch, Texas A&M University  
BEnvDes, Texas A&M University

**Jane M. Johnson**  
*furniture design*  
Free-lance Interior Designer  
The New England School of Art &  
Design  
AA University of Maine, Augusta

**Tara V.G. Kirpalani**  
*computer graphics*  
Computer Consultant  
MS Boston University  
BFA Concordia University



**Rainer Koch**  
*interior design*  
Principal, Rainer Koch Architects  
Dip-Arch University College, London

**James D. Magarian, P.E.**  
*interior design*  
Mechanical Engineer  
BSME Northeastern University  
BSET Wentworth College

**Lydia Martin**  
*drawing/printmaking*  
Free-lance Artist  
Certificate, Pennsylvania Academy  
of Fine Arts  
BA West Chester University

**Darci D. Mehall**  
*graphic design*  
Principal, Aureo Design  
BFA Columbus College of Art &  
Design

**Leslie J. Miller**  
*computer graphics*  
Graphic Designer/Photographer  
New England School of Photography  
BA University of New Orleans

**Estelle D. Mitsopoulos, IBD**  
*interior design*  
Senior Interior Designer, CBT/Childs  
Bertman Tseckares Casendino, Inc.  
The New England School of Art &  
Design

**Susan D. Nichter**  
*design*  
Painter  
MFA Boston University  
BFA Boston University

**John G. Parillo, AIA**  
*drafting/business*  
President, John G. Parrillo, Inc.,  
Architect  
MS Columbia University  
BS Rhode Island School of Design

**Addison Parks**  
*fine arts*  
Director, Gallery 28  
BFA Rhode Island School of Design

**Judy Penny**  
*advertising design*  
Principal, Judy Penny Art Direction  
Art Institute of Boston

**Anne V. Robinson**  
*lighting*  
Manufacturer's Representative,  
Omni-Lite, Inc.  
New England School of Art

**Jeffrey J. Stock**  
*illustration*  
Free-lance Illustrator  
Art Institute of Boston

**Debra E. Weisberg**  
*sculpture*  
BFA Tyler School of Art

**Linda K. White**  
*photography*  
BFA School of Visual Arts

**Glenda M. Wilcox, FIBD**  
*interior design*  
Principal, Wilcox Associates  
BFA Rhode Island School of Design

**Suzanne E. Winsby**  
*lettering*  
Free-lance Lettering Artist  
BA Chatham College

The New England School of Art & Design admits students of any race, color, sex, creed, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, sex, creed, national or ethnic origin in the administration of its educational policies, scholarship and loan programs, and other School administered programs.

The New England School of Art & Design is accredited by the Accrediting Commission of Career Schools and Colleges of Technology (ACCCT).

The Interior Design Program of The New England School of Art & Design is accredited by the Foundation for Interior Design Education Research (FIDER), a specialized accrediting body recognized by the U.S. Department of Education.

The New England School of Art & Design is an eligible institution under the Pell Grant Program; is an eligible school under the Guaranteed Student Loan Program (Stafford, SLS, PLUS); is an eligible school under the Massachusetts State Scholarship Program.

The New England School of Art & Design is authorized under Federal Law to enroll non-immigrant alien students; approved by the Veterans Administration for the training of eligible veterans; approved by the Massachusetts Rehabilitation Commission for the training of persons under its auspices.

This catalogue does not constitute a contractual agreement. The New England School of Art & Design reserves the right, with the approval of the Commonwealth of Massachusetts, Department of Education, to change any program, department, course, policy and the personnel of the faculty at its discretion. The School has no responsibility for loss or damage to student work, supplies or other personal property.



# Calendar 1994-1995

## Diploma Programs

### 1994

Aug. 1	Fall semester registration period begins
Aug. 11	Payment Deadline, Fall semester
Aug. 31	Orientation, new students
Sept. 1	Orientation, returning students
Sept. 6	Fall semester classes begin
Nov. 24	Thanksgiving recess begins
Nov. 28	Classes resume
Dec. 1	Spring semester registration period begins
Dec. 15	Payment Deadline, Spring semester
Dec. 23	Fall semester classes end

### 1995

Jan. 9	Spring semester classes begin
Feb. 20	Spring vacation begins
Feb. 27	Classes resume
May 5	Spring semester classes end
May 21	Graduation

## Holidays

In addition to the recesses and vacations previously listed, all Programs will observe the following holidays.

### 1994

July 4	Independence Day
Sept. 5	Labor Day
Oct. 10	Columbus Day
Nov. 11	Veterans Day

### 1995

Jan. 16	Martin Luther King Day
Feb. 20	Washington's Birthday
April 17	Patriots Day
May 29	Memorial Day



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